UVU BOARD OF TRUSTEES
October 14, 2025
4:00pm Gateway Building

Board of Trustee Members Present
Scott Smith, Chair
Jeanette Bennett, First Vice Chair
Blake Modersitzki, Second Vice Chair
Shauna Smith
Justin Olson
Kristin Andrus
Bradley Herbert
Jared Finch
Kyle Cullimore

Others Present
Geoff Landward, USHE Commissioner

UVU Attendees
Astrid Tuminez, President
Wayne Vaught, Provost & Senior Vice President, Academic Affairs
Kat Brown, Deputy Provost
Kyle Reyes, Vice President, Institutional Advancement
Christina Baum, Vice President, Digital Transformation
Jim Mortensen, Vice President, Finance
Marilyn Meyer, Vice President, People & Culture
Val Peterson, Vice President, Administration & Strategic Relations
Michelle Kearns Vice President, Student Affairs
Kara Schneck, Vice President of Marketing and Communications and Chief of Staff
Clark Collings, General Counsel
Rasha Qudisat, Chief Engagement & Effectiveness Officer
Nikki Scott, PACE President
Evelyn Porter, Faculty Senate President
Candice Gardner, Associate Vice President, Institutional Advancement
Jenny Christensen, Legal Secretary

I. CALL TO ORDER

Chair Scott Smith welcomed those in attendance at the October 14, 2025, Board of Trustees meeting. He recognized Geoff Landward, Commissioner of the Utah System of Higher Education, and welcomed the new trustees.

II. INFORMATION

1. Administration of the Oath of Office

Chair Smith administered the oath of office to new trustees Bradley Herbert and Shauna Smith. First Vice Chair Jeanette Bennett administered the oath of office to Kristin Andrus and Justin Olson.

2. Board Officer Election

Secretary Clark Collings reviewed the Bylaws regarding the election of board officers, addressed the nomination, and gave instructions to Board members on the election process. The voting process took place. Blake Modersitzki was elected as Second Vice Chair.

3. President's Report

President Tuminez began her report by expressing gratitude for the success of the recent Scholarship Ball. The event raised $1.2 million, and she announced two major gifts: $5.2 million to support the Applied AI Institute, and a $35 million gift from the Linder's. President Tuminez thanked trustees and supporters for their continued contributions.

She reported that fall enrollment reached 48,663 students and praised the resilience of students, noting that the University retained most of its students following the recent campus incident. UVU received a new $2.5 million Department of Education grant to continue the Wolverines Elevated program. She highlighted students with intellectual disabilities at the Center for Autism, which recently received a perfect federal review score. Another Department of Education grant will support the Center for

Constitutional Studies in educating K-12 teachers, one thousand educators who will reach an estimated 80,000 students across Utah, Wyoming, Idaho, Colorado, and Nevada. These efforts build on state funded initiatives, and a 900,000 dollar grant from the Templeton Foundation, which she noted as a significant endorsement of UVU's academic work.

President Tuminez also addressed the University's response to the events surrounding September 10th on campus. She described the September 19th Vigil for Unity and commended Student Body President Kyle Cullimore for his leadership and courage. She reflected on the compassion and unity demonstrated by students, including a student organized effort that brought 16,000 flowers to campus as a gesture of community support.

She highlighted the strong emotional and mental health support provided to students. More than 2,000 students participated in animal assisted support sessions. President Tuminez praised the University's marketing and communications team for their sensitive and clear public messaging, noting national media coverage including CNN and the program 60 Minutes that highlighted students' resilience and constructive dialogue across political differences.

President Tuminez concluded by discussing UVU's upcoming initiative titled "Our Better Selves for a Better America." The initiative will expand UVU's work in academic programs, public events, and skills building related to dialogue, negotiation, mediation, and civic engagement, in partnership with statewide and national organizations. She emphasized the importance of responding to tragedy with purpose and expressed deep gratitude for the trustees' support, noting that gratitude continues to sustain her and the University during a difficult period.

4. EverGREEN Update

Vice President Kyle Reyes provided an overview of the EverGREEN Campaign for the benefit of new trustees. He reiterated that the campaign's purpose is student success, with fundraising aligned to UVU's Vision 2030 framework—include, engage and achieve.

Kyle reported key campaign progress and donor engagement metrics. Since launch, UVU has had 9,821 first-time donors and a total of 13,470 unique donors. He noted that small initial gifts often build long-term donor trust and lead to larger contributions. The campaign has also seen 822 semesters of tuition and fees covered by UVU employees through voluntary donations. UVU's endowment has grown significantly from approximately $51 million at the start of President Tuminez's tenure to $129 million, supported by the leadership of the foundation's investment committee.

In total, the EverGREEN Campaign has raised $248,427,157 over seven years. Kyle noted that the University is currently working on an additional $3 million gift. He concluded by inviting trustees to the upcoming January ribbon cutting for the Scott M. Smith College of Engineering and Technology building and acknowledged Scott and Karen Smith for their $25 million contribution

III. ACTION AGENDA

1. Annual Course Fee Report

Provost Wayne Vaught discussed the annual course fee report. Trustee Blake Modersitzki motioned to approve the annual course fee report as presented. Trustee Jared Finch seconded. The motion was carried out without opposition.

2. Policy Approvals
Vice President Christina Baum discussed the proposed deletion of Policy 444 Academic Freedom and Information Access. Associate General Counsel Ashley Wilson addressed the proposed compliance change for Policy 162 Title IX Sexual Harassment and Policy 165 Discrimination and Harassment. Senior

Director Drew Burke discussed the proposed compliance change for Policy 166 Abusive Coaching. Deputy Provost Kat Brown addressed the proposed change to Policy 635 Faculty Rights and Professional Responsibilities. Trustee Kyle Cullimore motioned to approve the policies as presented. Trustee Kristin Andrus seconded. The motion was carried out without opposition.

3. Program Approval

Provost Wayne Vaught addressed proposed program changes, which included new minors in Electrical Engineering, Gerontology, and Japanese; new programs in Client Accounting and Advisory Services (Undergraduate Certificate), Geography and Environmental Studies, B.S., Information Systems – Applied Artificial Intelligence Emphasis, B.S., and Strategic Foresight and Business, B.S.; program modifications to include Computer Science, B.S., Information Systems – Data Analytics Emphasis, B.S., and Molecular Biosciences and Biotechnology, B.S.; and program discontinuances for Cybersecurity, Graduate Certificate, and Secure Computing Emphasis, Computer Science Emphasis, and Full Stack Web Development Emphasis. Trustee Shauna Smith motioned to approve the programs as presented. Trustee Bradley Herbert seconded the motion. The motion carried without opposition.

IV. CONSENT CALENDAR

Trustee Jared Finch motioned to approve the consent agenda, which included the minutes of the September 3, 2025, Board Meeting, the 2026 Board Meeting Schedule, Institutional Discretionary Reports and the 2024-25 Auxiliary Report. Trustee Justin Olson seconded. The motion was carried out without opposition.

Chair Smith invited Commissioner Landward to offer final remarks. Commissioner Landward noted that it is an extraordinary time for the campus and commended the exceptional character demonstrated by University leadership in the wake of the recent tragedy. He emphasized that the campus itself has a remarkable character, reflected in the strength and compassion of its students, faculty, and broader community. He stated that the state is fortunate to have UVU as part of its higher education system and expressed gratitude for the work being done. He encouraged continued support for the University and its mission.

Chair Smith then adjourned the meeting, expressing his deep appreciation for President Tuminez and her leadership during this difficult period.

Oaths

OATH OF OFFICE
## BOARD OF TRUSTEES
UTAH VALLEY UNIVERSITY

I, **Bradley Herbert,**

having been appointed to the office of Trustee on the Board of Trustees of Utah Valley University (UVU Board of Trustees), do solemnly swear that I will support, obey, and defend the Constitution of the United States and the Constitution of the State of Utah, and I will discharge the duties of my office with fidelity, which include upholding the Bylaws of UVU's Board of Trustees and fulfilling the Trustee's duties and statutory obligations. This oath is retroactive to my first day of service in this office.

_____
Bradley Herbert

_____
Date

_____
Scott Smith, Chair, Board of Trustees

Oct 14, 2025
_____
Date
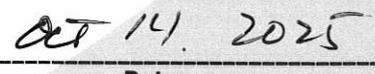
OATH OF OFFICE
BOARD OF TRUSTEES
UTAH VALLEY UNIVERSITY

I,   **Justin Olson,**

having been appointed to the office of Trustee on the Board of Trustees of Utah Valley University (UVU Board of Trustees), do solemnly swear that I will support, obey, and defend the Constitution of the United States and the Constitution of the State of Utah, and I will discharge the duties of my office with fidelity, which include upholding the Bylaws of UVU's Board of Trustees and fulfilling the Trustee's duties and statutory obligations. This oath is retroactive to my first day of service in this office.

Justin Olson

Date

Scott Smith, Chair, Board of Trustees

OCT 14, 2025

Date

OATH OF OFFICE
BOARD OF TRUSTEES
UTAH VALLEY UNIVERSITY

I, **Kristin Andrus,**

having been appointed to the office of Trustee on the Board of Trustees of Utah Valley University (UVU Board of Trustees), do solemnly swear that I will support, obey, and defend the Constitution of the United States and the Constitution of the State of Utah, and I will discharge the duties of my office with fidelity, which include upholding the Bylaws of UVU's Board of Trustees and fulfilling the Trustee's duties and statutory obligations. This oath is retroactive to my first day of service in this office.

_____
Kristin Andrus

Oct. 14, 2025
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Date

_____
Scott Smith, Chair, Board of Trustees

Oct 14, 2025
_____
Date

OATH OF OFFICE
BOARD OF TRUSTEES
UTAH VALLEY UNIVERSITY

I,   **Shauna Smith,**

having been appointed to the office of Trustee on the Board of Trustees of Utah Valley University (UVU Board of Trustees), do solemnly swear that I will support, obey, and defend the Constitution of the United States and the Constitution of the State of Utah, and I will discharge the duties of my office with fidelity, which include upholding the Bylaws of UVU's Board of Trustees and fulfilling the Trustee's duties and statutory obligations. This oath is retroactive to my first day of service in this office.

_____
Shauna Smith

Oct. 14. 2025
_____
Date

_____
Scott Smith, Chair, Board of Trustees

OCT 14. 2025
_____
Date

Annual Course Fee Report

	Summary of New Course Fee Requests (2024-2025)							
School/College	Course Fees Deleted: Total Number	Course Fees Deleted: Total Amount	Course Fees Increased: Total Number	Course Fees Increased: Total Amount	Course Fees Decreased: Total Number	Course Fees Decreased: Total Amount	Course Fees Added: Total Number	Course Fees Added: Total Amount
Academic Affairs	—	—	—	—	—	—	—	—
College of Health & Public Service	—	—	17	$894	12	$245	25	$3,385
College of Humanities & Social Sciences	4	$87	1	$2	4	$90	5	$60
College of Science	—	—	21	$1,079	—	—	7	$315
School of Education	—	—	6	$409	—	—	2	$60
School of the Arts	5	$138	6	$96	3	$61	22	$503
Smith College of Engineering & Technology	33	$940	96	$3,003	9	$308	174	$7,056
Woodbury School of Business	6	$208	—	—	—	—	8	$635
Totals	**48**	**$1,373**	**147**	**$5,483**	**28**	**$704**	**243**	**$12,014**

2024-2025 Annual Course Fee Review

				Courses Fees Deleted		
School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
College of Humanities & Social Sciences	COMM	COMM	3520	PR Case Studies Strat Comm	Software fee of $45 applies	$45.00
College of Humanities & Social Sciences	ENGL	ENGH	890	Lit and Comp Across Univ	Lab access fee of $15 applies	$15.00
College of Humanities & Social Sciences	ENGL	ENGH	1005	Lit and Comp Across Context CC	Lab access fee of $15 applies	$15.00
College of Humanities & Social Sciences	ENGL	ENGL	3300	Collab Comm Tech Professns	Lab access fee of $12 applies	$12.00
School of the Arts	AVC	ART	3270	Digital Illustration	Lab access fee of $26 applies	$26.00
School of the Arts	AVC	ART	2190R	Special Topics	Lab access fee of $15 applies	$15.00
School of the Arts	AVC	ART	3250R	2D Animation Illustration	Lab access fee of $35 applies	$35.00
School of the Arts	AVC	ART	4990R	BFA Project WE	Lab access fee of $26 applies	$26.00
School of the Arts	MUS	MUSC	1060	Beginning Piano II	Course Lab fee of $36 applies	$36.00
Smith College of Engineering & Technology	AT	AUT	1125	Powertrain Systems Lab	Tool room fee of $19 applies	$19.00
Smith College of Engineering & Technology	AT	AUT	1165	Auto Electrical Systems Lab	Tool room fee of $19 applies	$19.00
Smith College of Engineering & Technology	AT	AUT	1215	Suspension and Steer Sys Lab	Tool room fee of $19 applies	$19.00
Smith College of Engineering & Technology	BTM	MECH	1010	Fundamentals of Mechatronics	Course fee of $20 applies	$20.00
Smith College of Engineering & Technology	BTM	MECH	2600	Introduction to Fluid Power	Software fee of $50 applies	$50.00
Smith College of Engineering & Technology	BTM	MECH	3700	CNC Machines	Software fee of $29 applies	$29.00
Smith College of Engineering & Technology	BTM	MECH	4800	Capstone II WE	Software fee of $29 applies	$29.00
Smith College of Engineering & Technology	BTM	TECH	4000	Reliability Management	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	CT	CMGT	1150	Construction Safety	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	2010	Construct Materials Methods II	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	2060	Job Site Management	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	2080	Principle Construct Scheduling	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	3020	Mechanical Systems	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	3030	Construction Estimating	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	3050	Construction Equipment	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	3080	Construction Finance	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	3160	Building Information Modeling	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	4500	Senior Capstone	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	CT	CMGT	4050G	Global Sustainability GI WE	Software fee of $5 applies	$5.00
Smith College of Engineering & Technology	DGM	DAPR	2255	Audio Hardware I	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	DGM	DGM	1110	Digital Media Essentials I	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	DGM	DGM	1645	Mixed Reality Essentials	Course fee of $300 applies	$300.00
Smith College of Engineering & Technology	DGM	DGM	2410	Cinematography I	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	DGM	DGM	3410	Cinematography II	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	DGM	DGM	3310	Producing I	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	DGM	DGM	3210	Storytelling Digtl Media II	Course fee of $13 applies	$13.00
Smith College of Engineering & Technology	DGM	DGM	4910	Senior Capstone I	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	DGM	DGM	4920	Senior Capstone II	Software fee of $15 applies	$15.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
Smith College of Engineering & Technology	DGM	DGM	4410R	Cinematography III	Software fee of $15 applies	$15.00
Smith College of Engineering & Technology	DGM	DWDD	2530	Immersive Experiences I	Course fee of $18 applies	$18.00
Smith College of Engineering & Technology	IST	CYBR	2700	Info Sec Fundamentals	Software fee of $24 applies	$24.00
Smith College of Engineering & Technology	IST	IM	2800	Integrated Software Projects	Software fee of $18 applies	$18.00
Smith College of Engineering & Technology	IST	IT	3650	Info Storage Management	Software fee of $192 applies	$192.00
Woodbury School of Business	FEES	ECON	4960	Economics capstone research	Lab Access fee of $13 applies	$13.00
Woodbury School of Business	MARK	MKTG	3650	Professional Selling	Software fee of $35 applies	$35.00
Woodbury School of Business	MGMT	MGMT	2340	Business Statistics I	Software fee of $40 applies	$40.00
Woodbury School of Business	MGMT	MGMT	3470	Lean Management Systems	Software fee of $40 applies	$40.00
Woodbury School of Business	MGMT	MGMT	4350	Bus Intelligence Data Visualiz	Software fee of $40 applies	$40.00
Woodbury School of Business	MGMT	MGMT	6800	Global Business Strategy	Software fee of $40 applies	$40.00

2024-2025 Annual Course Fee Review

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Old Amount	New Amount
Course Fees Increased							
College of Health & Public Service	CJLE	FSCI	3400	Criminalistics	Course Lab fee of $142	$142.00	$180.00
College of Health & Public Service	CJLE	FSCI	3540	Forensic Trace Analysis	Course fee of $135	$135.00	$189.00
College of Health & Public Service	CJLE	FSCI	3700	Fingerprint Processing	Course lab fee of $143	$143.00	$200.00
College of Health & Public Service	CJLE	FSCI	3720	Fingerprint Examination	Course fee of $30	$30.00	$50.00
College of Health & Public Service	CJLE	FSCI	3780	Bloodstain Pattern Analysis	Course lab fee of $75	$75.00	$115.00
College of Health & Public Service	CJLE	FSCI	3830	Scene Analysis Reconst WE	Course fee of $155	$155.00	$170.00
College of Health & Public Service	CJLE	FSCI	3860	Forensic Microscopy	Course fee of $152	$152.00	$260.00
College of Health & Public Service	CJLE	FSCI	4000	Firearms Examination	Course lab fee of $65	$65.00	$161.00
College of Health & Public Service	CJLE	FSCI	4430R	Research in For Lab Sciences	Course fee of $310	$310.00	$600.00
College of Health & Public Service	ES	ESEC	3060	Emer Med Tech Advanced	Course lab fee of $169	$169.00	$180.00
College of Health & Public Service	ES	ESEC	3210	PM I-Operations	Course fee of $406	$406.00	$431.00
College of Health & Public Service	ES	ESEC	3220	PM II-Caridio/Respiratory	Course fee of $13	$13.00	$18.00
College of Health & Public Service	ES	ESEC	3225	PM II Lab-Cardio/Resp	Course fee of $118	$118.00	$162.00
College of Health & Public Service	ES	ESEC	3230	PM III-Trauma	Course fee of $10	$10.00	$40.00
College of Health & Public Service	ES	ESEC	4220	PM-Clinical Phase I/II	Course lab fee of $173	$173.00	$182.00
College of Health & Public Service	ES	ESEC	4240	PM Capstone	Course fee of $21	$21.00	$22.00
College of Health & Public Service	NURS	NURS	3330	NURS Complex Health Needs	Course fee of $102 $78	~~102~~	$129.00
College of Humanities & Social Sciences	LANG	SPAN	3200	Business Spanish	Lab access fee of $10	$10.00	$12.00
College of Science	BIOL	BIOL	1625	College Biology II Laboratory	Course Lab fee of $30	$30.00	$45.00
College of Science	BIOL	ZOOL	3105	Vertebrate Zoology Laboratory	Course Lab fee of $50	$50.00	$70.00
College of Science	BIOL	ZOOL	3205	Invertebrate Zoology Lab	Course Lab fee of $25	$25.00	$75.00
College of Science	BIOL	ZOOL	3305	Herpetology Laboratory	Course Lab fee of $65	$65.00	$95.00
College of Science	BIOL	ZOOL	3435	Entomology Laboratory	Course Lab fee of $45	$45.00	$60.00
College of Science	BIOL	ZOOL	3505	Mammalogy Laboratory	Course Lab fee of $67	$67.00	$85.00
College of Science	BIOL	ZOOL	4100	Parasitology	Course Lab fee of $25	$25.00	$45.00
College of Science	BIOL	ZOOL	4505	Comp Vertebrate Zool Lab	Course lab fee of $40	$40.00	$55.00
College of Science	ESCI	ENVT	2300	Environ Lab Sampling	Course lab fee of $38	$38.00	$70.00
College of Science	ESCI	ENVT	3790	Applied Hydrology WE	Course fee of $21	$21.00	$35.00
College of Science	ESCI	GEO	1225	Historical Geology Lab	Course Lab fee of $10	$10.00	$21.00
College of Science	ESCI	GEO	3080	Earth Materials WE	Course Lab fee of $22	$22.00	$32.00
College of Science	ESCI	GEO	3200	Geologic Hazards	Course Lab fee of $21	$21.00	$32.00
College of Science	ESCI	GEO	3500	Geomorphology	Course Lab fee of $21	$21.00	$38.00
College of Science	ESCI	GEO	3700	Structure and Tectonics	Course Lab fee of $21	$21.00	$32.00
College of Science	ESCI	GEO	4080	Petrology	Course Lab fee of $21	$21.00	$32.00
College of Science	ESCI	GEO	4500	Sedimentary Geology WE	Course Lab fee of $21	$21.00	$32.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Old Amount	New Amount
College of Science	ESCI	GEO	4510	Paleontology	Course Lab fee of $21	$21.00	$32.00
College of Science	ESCI	GEO	4600	Field Experience	Course lab fee of $650	$650.00	$1,376.00
College of Science	ESCI	GEO	4790	Hydrogeology	Course fee of $21	$21.00	$35.00
College of Science	ESCI	GEOG	3500	Geomorphology	Course Lab fee of $21	$21.00	$38.00
School of Education	CS	SLSS	2100	Major and Career Exploration	Course fee of $25	$25.00	$28.00
School of Education	CS	SLSS	2500	Leader--Coach	Course fee of $10	$10.00	$16.00
School of Education	ELED	EDEL	4880	Student Teaching--K-6	Course Lab fee of $200	$200.00	$300.00
School of Education	ELED	EDSC	4850	Student Teaching Secondary	Course Lab fee of $200	$200.00	$300.00
School of Education	SSED	EDSP	4885	SPED Student Teaching--K-6	Course Lab fee of $200	$200.00	$300.00
School of Education	SSED	EDSP	4895	SPED Student Teaching--7-12	Course Lab fee of $200	$200.00	$300.00
School of the Arts	DNCE	DANC	4350	Senior Capstone I WE	Course fee of $16	$16.00	$30.00
School of the Arts	DNCE	DANC	2760R	Ballroom Dance Back-up Team	Course fee of $45	$45.00	$50.00
School of the Arts	DNCE	DANC	3760R	Ballroom Dance Ensemble	Course fee of $45	$45.00	$50.00
School of the Arts	MUS	MUSC	2001	Diction for Singers I	Course Lab fee of $15	$15.00	$35.00
School of the Arts	MUS	MUSC	2400	Digital Audio Workstation	Software fee of $16	$16.00	$32.00
School of the Arts	MUS	MUSC	2400	Digital Audio Workstation	Lab access fee of $17	$17.00	$53.00
Smith College of Engineering & Technology	AT	AUT	1005	Survey of Automotive Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	AUT	1110	Brake Systems	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	1110	Brake Systems	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	1120	Powertrain Systems	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	1120	Manual Power Trains	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	1125	Powertrain Systems Lab	Course Lab fee of $16	$16.00	$65.00
Smith College of Engineering & Technology	AT	AUT	1130	Engine Mechanical	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	1130	Engine Repair	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	1175	Engine Electrical Systems Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	AUT	1175	Engine Electrical Systems Lab	Course Lab fee of $17	$17.00	$55.00
Smith College of Engineering & Technology	AT	AUT	1210	Steering and Suspension System	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	1210	Suspension and Steer Systems	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	1220	Automatic Powertrain Systems	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	1225	Auto Trans and Transaxle Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	AUT	1230	Engine Performance	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	1230	Engine Performance	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	2120	Advanced Engine Performance II	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	2120	Advanced Engine Performance	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	2130	Adv Emission Control Systems	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	2210	Brake Systems and Regen Brakes	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	2210	Adv Braking and Control System	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	2220	Automatic Powertrain Systems	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	2220	Auto Trans and Electron Cntrl	Lab access fee of $15	$15.00	$45.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Old Amount	New Amount
Smith College of Engineering & Technology	AT	AUT	2240	Transportation HVAC Theory	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	AUT	2240	HVACR Theory	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	AUT	1005	Survey of Automotive Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	AUT	2010L	Auto Ser Eng Perf Steer Suspen	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	CRT	1110	Surface Preparation	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	1120	Nonstructural Repair	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	1130	Overall Refinish Prob Solving	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	1140	Panel Replacement Adjustment	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	1210	Blending Tinting and Detailing	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	1230	Welding and Cutting	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	1235	Welding and Cutting Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	CRT	2310	Collison Damage Reporting	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	2320	Structure Damage Analysis	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	2330	Structural Repair	Lab access fee of $10	$10.00	$45.00
Smith College of Engineering & Technology	AT	CRT	2340	Full Partial Panel Replacement	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	CRT	2430	Mechan and Electrical Repair	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	1000	Related Oxy and Arc Weld	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	1110	Diesel Engine Overhaul	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	1110	Diesel Engine Overhaul	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	1120	Diesel Engine Oper Tune Up	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	1120	Diesel Engine Oper Tune Up	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	1510	Electrical Systems I	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	1510	Electrical Systems I	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	1520	Electrical Systems II	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	1520	Electrical Systems II	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	2230	HVACR Theory	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	2230	HVACR Theory	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	2310	Fluid Power I	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	2310	Fluid Power I	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	2320	Fluid Power II Theory	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	2320	Fluid Power II Theory	Lab access fee of $15	$15.00	$45.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Old Amount	New Amount
Smith College of Engineering & Technology	AT	DMT	2410	Chassis Theory	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	2410	Chassis Theory	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	2420	Power Train Theory	Software fee of $10	$10.00	$33.00
Smith College of Engineering & Technology	AT	DMT	2420	Power Train Theory	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	2530	Electronic Eng Mngmnt	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	AT	DMT	1110L	Diesel Engine Overhaul Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	1120L	Diesel Eng Oper Tune up Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	1510L	Electrical Systems I Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	1520L	Electrical Systems Lab II	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	2230L	HVACR Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	2310L	Fluid Power I Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	2320L	Fluid Power II Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	2410L	Chassis Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	AT	DMT	2420L	Power Train Lab	Tool room fee of $19	$19.00	$55.00
Smith College of Engineering & Technology	BTM	MECH	3500	Industrial Robots	Software fee of $50	$50.00	$80.00
Smith College of Engineering & Technology	BTM	TECH	4400	Advanced Project Management	Lab access fee of $35	$35.00	$45.00
Smith College of Engineering & Technology	CT	CAW	1170	Finish Technology	Course fee of $15	$15.00	$30.00
Smith College of Engineering & Technology	CT	CAW	1250	Draft Comp Appl for Cabinet	Lab access fee of $15	$15.00	$45.00
Smith College of Engineering & Technology	CT	CAW	1250	Draft Comp Appl for Cabinet	Course fee of $15	$15.00	$100.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Old Amount	New Amount
Smith College of Engineering & Technology	CT	CAW	1000R	Survey of Working with Wood	Course fee of $15	$15.00	$35.00
Smith College of Engineering & Technology	CT	CMGT	3010	Construction Materials Testing	Course Lab Supl of $17	$17.00	$24.62
Smith College of Engineering & Technology	CT	CMGT	3020	Mechanical Systems	Course fee of $10	$10.00	$37.00
Smith College of Engineering & Technology	DGM	DAPR	2240	Digital Audio Restoration	Software fee of $15	$15.00	$38.00
Smith College of Engineering & Technology	DGM	DAPR	3240	Adv Audio Restor Forensics	Software fee of $15	$15.00	$38.00
Smith College of Engineering & Technology	DGM	DGM	2800	Digital Cinema Production II	Course fee of $10	$10.00	$60.00
Smith College of Engineering & Technology	DGM	DGM	2410	Cinematography I	Course fee of $46	$46.00	$150.00
Smith College of Engineering & Technology	DGM	DGM	4310	Digital Cinema Production III	Course fee of $10	$10.00	$60.00
Smith College of Engineering & Technology	DGM	DGM	3410	Cinematography II	Course fee of $46	$46.00	$150.00
Smith College of Engineering & Technology	DGM	DGM	3510	Cinema Directing Workshop I	Course fee of $13	$13.00	$60.00
Smith College of Engineering & Technology	DGM	DGM	4910	Senior Capstone I	Course fee of $10	$10.00	$150.00
Smith College of Engineering & Technology	DGM	DGM	4920	Senior Capstone II	Course fee of $10	$10.00	$150.00
Smith College of Engineering & Technology	EGDT	ARC	2210	Architecture Studio II	Course fee of $89	$89.00	$94.00
Smith College of Engineering & Technology	EGDT	ARC	3110	Arch Studio III	Course fee of $100	$100.00	$105.00
Smith College of Engineering & Technology	EGDT	ARC	3120	Arch Graphic Communication	Course fee of $19	$19.00	$24.00
Smith College of Engineering & Technology	EGDT	ARC	3210	Arch Studio IV	Course fee of $100	$100.00	$105.00
Smith College of Engineering & Technology	EGDT	ARC	4110	Arch Studio V	Course fee of $100	$100.00	$105.00
Smith College of Engineering & Technology	EGDT	ARC	4210	Arch Studio VI	Course fee of $85	$85.00	$90.00
Smith College of Engineering & Technology	EGDT	ARC	4220	Building Envelope and Science	Course fee of $19	$19.00	$24.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Old Amount	New Amount
Smith College of Engineering & Technology	EGDT	ARC	4510	Arch Studio VII	Course fee of $100	$100.00	$105.00
Smith College of Engineering & Technology	EGDT	ARC	4520	Architectural Theory	Course fee of $19	$19.00	$24.00
Smith College of Engineering & Technology	EGDT	ARC	4530	Culture and Behavior in Arch	Course fee of $19	$19.00	$24.00
Smith College of Engineering & Technology	EGDT	ARC	4610	Arch Studio VIII	Course fee of $100	$100.00	$105.00

2024-2025 Annual Course Fee Review

Course Fees Decreased							
School/College	Dept	Prefix	Number	Course Title	Selected Fee	Old Amount	New Amount
College of Health & Public Service	CJLE	FSCI	3300	Forensic Photography	Course fee of $155	$155.00	$149.00
College of Health & Public Service	CJLE	FSCI	3820	Crime Scene Invest Tech I WE	Course lab fee of $145	$145.00	$140.00
College of Health & Public Service	CJLE	FSCI	3830	Scene Analysis Reconst WE	Software fee of $30	$30.00	$25.00
College of Health & Public Service	CJLE	FSCI	3850	Marijuana Ident Certificate	Course fee of $155	$155.00	$63.00
College of Health & Public Service	ES	ESEC	1140	Emergency Medical Tech Basic	Course fee of $100	$100.00	$74.00
College of Health & Public Service	ES	ESEC	1140	Emergency Medical Tech Basic	Course lab fee of $99	$99.00	$90.00
College of Health & Public Service	ES	ESEC	3060	Emer Med Tech Advanced	Course fee of $161	$161.00	$130.00
College of Health & Public Service	ES	ESEC	3235	PM III Lab-Trauma	Course lab fee of $156	$156.00	$145.00
College of Health & Public Service	ES	ESEC	3240	PM IV-Medical	Course fee of $49	$49.00	$25.00
College of Health & Public Service	ES	ESEC	3250	PM V-OB/Peds	Course fee of $74	$74.00	$62.00
College of Health & Public Service	ES	ESEC	4230	Paramedic VIII-Practical Prep	Course lab fee of $12	$12.00	$10.00
College of Health & Public Service	NURS	NURS	2410	Nurs Common Health Needs	Course fee of $102	$102.00	$80.00
College of Humanities & Social Sciences	COMM	COMM	1610	Reporting for Mass Media	Lab access fee of $20	$20.00	$10.00
College of Humanities & Social Sciences	COMM	COMM	3120	Social Media Fundamentals	Software fee of $20	$20.00	$10.00
College of Humanities & Social Sciences	COMM	COMM	3140	Soc Media Content Strategy	Software fee of $45	$45.00	$10.00
College of Humanities & Social Sciences	COMM	COMM	3530	PR/Strat COMM Writing	Software fee of $45	$45.00	$10.00
School of the Arts	MUS	MUSC	3790R	Studio Recording Workshop	Software fee of $52	$52.00	$32.00
School of the Arts	MUS	MUSC	3790R	Studio Recording Workshop	Lab Access fee of $85	$85.00	$53.00
School of the Arts	TA	THEA	2513	Intro to Design Stage Screen	Lab access fee of $25	$25.00	$16.00
Smith College of Engineering & Technology	DGM	DAPR	2000	Digital Audio Essentials	Software fee of $15	$15.00	$13.00
Smith College of Engineering & Technology	DGM	DAPR	2010	Core Recording	Software fee of $15	$15.00	$10.00
Smith College of Engineering & Technology	DGM	DAPR	2080	Podcast and Radio Production	Software fee of $15	$15.00	$13.00
Smith College of Engineering & Technology	DGM	DAPR	2300	Sound for Games I	Software fee of $15	$15.00	$13.00
Smith College of Engineering & Technology	DGM	DAPR	3010	Advanced Recording	Software fee of $15	$15.00	$10.00
Smith College of Engineering & Technology	DGM	DAPR	3020	Advanced Mixing	Software fee of $15	$15.00	$10.00
Smith College of Engineering & Technology	DGM	DAPR	4220	Audio Mastering	Software fee of $15	$15.00	$10.00
Smith College of Engineering & Technology	DGM	DAPR	2080R	Special Top in Digital Audio	Software fee of $15	$15.00	$13.00
Smith College of Engineering & Technology	DGM	DCPR	2810	VR for Digital Cinema	Course fee of $300	$300.00	$20.00

2024-2025 Annual Course Fee Review

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
Course Fees Added						
College of Health & Public Service	AHLT	OT	3000	Foundations of OT Practice	Course Lecture	$20.00
College of Health & Public Service	AHLT	OT	3100	Applied Anatomy Kinesiology	Course Lecture	$45.00
College of Health & Public Service	AHLT	OT	3105	Anatomy Kinesiology Lab	Course Lab	$35.00
College of Health & Public Service	AHLT	OT	3205	OT Physical Dysfunction Lab	Course Lab	$85.00
College of Health & Public Service	AHLT	OT	3300	Adult Phys Dys Practicum	Course Lab	$80.00
College of Health & Public Service	AHLT	OT	3405	OT in Pediatrics Lab	Course Lab	$85.00
College of Health & Public Service	AHLT	OT	3500	Pediatric OT Practicum	Course Lab	$50.00
College of Health & Public Service	AHLT	OT	3600	Patient Management Skills OT	Course Lecture	$80.00
College of Health & Public Service	CJLE	FSCI	3830	Scene Analysis Reconst WE	Lab Access	$15.00
College of Health & Public Service	CJLE	FSCI	3870	Digital Evidence	Course Lab	$14.00
College of Health & Public Service	CJLE	FSCI	3870	Digital Evidence	Lab Access	$15.00
College of Health & Public Service	CJLE	FSCI	3870	Digital Evidence	Software	$135.00
College of Health & Public Service	CJLE	FSCI	4000	Firearms Examination	Software	$146.00
College of Health & Public Service	CJLE	FSCI	4450	Forensic Serology	Lab Access	$15.00
College of Health & Public Service	CJLE	FSCI	4450	Forensic Serology	Course Lab	$230.00
College of Health & Public Service	CJLE	FSCI	4500	Forensic Drug Chem and Tox	Lab Access	$15.00
College of Health & Public Service	CJLE	FSCI	4500	Forensic Drug Chem and Tox	Course Lab	$353.00
College of Health & Public Service	CJLE	FSCI	4600	Forensic DNA Analysis	Lab Access	$15.00
College of Health & Public Service	CJLE	FSCI	4600	Forensic DNA Analysis	Course Lab	$1,170.00
College of Health & Public Service	CJLE	FSCI	4890R	Research in For Investigations	Lab Access	$15.00
College of Health & Public Service	CJLE	FSCI	4890R	Research in For Investigations	Course Lab	$220.00
College of Health & Public Service	HLSC	HLSC	1405	Women Safety Awareness/Defense	Course Lecture	$10.00
College of Health & Public Service	NURS	NURS	2210	PN to RN	Course Lecture	$214.00
College of Health & Public Service	NURS	NURS	3365	LPN skill experience	Course Lab	$169.00
College of Health & Public Service	NURS	NURS	4130	Critical Care in Nursing	Course Lab	$154.00
College of Humanities & Social Sciences	COMM	COMM	1130	Writing Mass Media	Lab Access	$3,000.00
College of Humanities & Social Sciences	COMM	COMM	2300	Public Relations-Strat COMM	Software	$10.00
College of Humanities & Social Sciences	COMM	COMM	3020	Comm Research Methods WE	Lab Access	$10.00
College of Humanities & Social Sciences	COMM	COMM	3520	PR Case Studies Strat Comm	Lab Access	$10.00
College of Humanities & Social Sciences	SBC	FAMS	4810R	Community Practicum	Course Lecture	$20.00
College of Science	BIOL	BIOL	2020R	Science Excursion	Course Lab	$58.00
College of Science	ESCI	ENVT	3270	Environ Microbiology	Course Lab	$25.00
College of Science	ESCI	ENVT	2730	Introduction to Soils	Course Lab	$38.00
College of Science	ESCI	ENVT	3330	Water Resources Management	Course Lecture	$25.00
College of Science	ESCI	ENVT	3770	Natural Resources Management	Course Lecture	$97.00
College of Science	ESCI	GEO	2020R	Science Excursion	Course Lab	$58.00
College of Science	PE	EXSC	3500	Kinesiology	Software	$14.00
School of Education	ELED	EDEL	4410	Elem Lit Inst and Assess II WE	Course Lecture	$30.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
School of Education	SSED	EDSP	4135	Reading Inst Mild/Mod/Sev	Course Lecture	$30.00
School of the Arts	AVC	ART	2730	Photographic Lighting I	Software	$10.00
School of the Arts	AVC	ART	3730	Photographic Lighting II	Software	$10.00
School of the Arts	DNCE	DANC	1610R	Dance Conditioning	Course Lab	$10.00
School of the Arts	DNCE	DANC	3650R	Adv Fundamentals of Movement	Course Lab	$60.00
School of the Arts	MUS	MUSC	1050	Beginning Piano I	Lab Access	$14.00
School of the Arts	MUS	MUSC	1115	Notation and Score Preparation	Lab Access	$17.00
School of the Arts	MUS	MUSC	1150	Group Piano I	Lab Access	$14.00
School of the Arts	MUS	MUSC	1160	Group Piano II	Lab Access	$14.00
School of the Arts	MUS	MUSC	1390	Survey of Recording Techniques	Software	$32.00
School of the Arts	MUS	MUSC	1390	Survey of Recording Techniques	Course Lab	$53.00
School of the Arts	MUS	MUSC	2150	Group Piano III	Lab Access	$14.00
School of the Arts	MUS	MUSC	2160	Group Piano IV	Lab Access	$14.00
School of the Arts	MUS	MUSC	2170	Jazz Keyboard I	Lab Access	$14.00
School of the Arts	MUS	MUSC	2180	Jazz Keyboard II	Lab Access	$14.00
School of the Arts	MUS	MUSC	2180	Jazz Keyboard II	Course Lab	$36.00
School of the Arts	MUS	MUSC	3005	Vocal Literature I	Course Lecture	$35.00
School of the Arts	MUS	MUSC	3031	Jazz Arranging II	Software	$16.00
School of the Arts	MUS	MUSC	3031	Jazz Arranging II	Lab Access	$17.00
School of the Arts	MUS	MUSC	3060R	Advanced Keyboard Skills	Lab Access	$14.00
School of the Arts	MUS	MUSC	3600R	Private Lessons Commercial	Software	$32.00
School of the Arts	MUS	MUSC	3600R	Private Lessons Commercial	Lab Access	$53.00
School of the Arts	TA	THEA	3514	Period Styles Theatre Design	Software	$10.00
Smith College of Engineering & Technology	AT	AUT	1000	Survey of Auto Tech	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1001	Auto Safety Skills	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1005	Survey of Automotive Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1010	Maintenance and Light Repair	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1015	MLR Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1015	MLR Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	1020	Automotive Service Skills	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1025	Automotive Service Skills Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1025	Automotive Service Skills Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	1125	Powertrain Systems Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1135	Engine Mechanical Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1160	Automotive Electrical Systems	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1165	Auto Electrical Systems Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1170	Engine Electrical Systems	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1175	Engine Electrical Systems Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1225	Auto Trans and Transaxle Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1235	Engine Performance Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1235	Engine Performance Lab	Tools	$55.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
Smith College of Engineering & Technology	AT	AUT	1235	Engine Performance Lab	Course Lab	$55.00
Smith College of Engineering & Technology	AT	AUT	1260	Tech Math for Mechanics	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2125	Advanced Engine Performance II	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2125	Advanced Engine Performance II	Course Lab	$55.00
Smith College of Engineering & Technology	AT	AUT	2130	Pollution Controls	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2135	Pollution Controls Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2135	Pollution Controls Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2135	Pollution Controls Lab	Course Lab	$55.00
Smith College of Engineering & Technology	AT	AUT	2140	Chassis Elect and Electron Sys	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2145	Chassis Electrical Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2215	Brake Sys and Regen Brakes Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2215	Brake Sys and Regen Brakes Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2215	Brake Sys and Regen Brakes Lab	Course Lab	$55.00
Smith College of Engineering & Technology	AT	AUT	2225	Automatic Powertrain Systems L	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2225	Automatic Powertrain Systems L	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2245	Transportation HVAC Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2245	Transportation HVAC Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2250	Fuel Management	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2255	Fuel Management Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2255	Fuel Management Lab	Course Lab	$55.00
Smith College of Engineering & Technology	AT	AUT	2260	EV/Hybrid and ADAS Vehicle	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2265	EV/Hybrid and ADAS Vehicle Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2270	Advanced Electrical Diagnosis	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2275	Adv Electrical Diagnosis Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2350	Elect Diesel Fuel Mgmt Sys	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2355	Diesel Fuel Management Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	1015	MLR Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	1110L	Brake Systems Lab	Software	$33.00
Smith College of Engineering & Technology	AT	AUT	2125	Adv Engine Perf Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2135	Advanced Emission Controls Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2215	Advanced Brake Systems Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2225	Adv Transmission Controls Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	AUT	2245	Automotive HVAC Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	DMT	1000	Related Oxy and Arc Weld	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	1005	Basic Shop and Safety Skills	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	1005	Basic Shop and Safety Skills	Tools	$55.00
Smith College of Engineering & Technology	AT	DMT	2530	Electronic Eng Mngmnt	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	1110L	Diesel Engine Overhaul Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	1120L	Diesel Eng Oper Tune up Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	1510L	Electrical Systems I Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	1520L	Electrical Systems Lab II	Software	$33.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
Smith College of Engineering & Technology	AT	DMT	2230L	HVACR Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	2310L	Fluid Power I Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	2320L	Fluid Power II Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	2410L	Chassis Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	2420L	Power Train Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	2530L	Electronic Eng Mngmnt Lab	Software	$33.00
Smith College of Engineering & Technology	AT	DMT	2530L	Electronic Eng Mngmnt Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	DMT	2910R	Special Projects	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	1110	Two Stroke Engine Systems	Software	$33.00
Smith College of Engineering & Technology	AT	PST	1115	Two Stroke Engines Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	1115	Two Stroke Engines Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	1120	CVTs	Software	$33.00
Smith College of Engineering & Technology	AT	PST	1125	CVT Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	1125	CVT Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	1210	Four Stroke Small Engines	Software	$33.00
Smith College of Engineering & Technology	AT	PST	1215	Four Stroke Small Engines Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	1215	Four Stroke Small Engines Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	2110	Snowmobile Systems	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2115	Snowmobiles Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2115	Snowmobiles Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	2120	ATVs and UTVs	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2125	ATV and UTVs Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2125	ATV and UTVs Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	2130	Small Motorcycles and Scooters	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2135	Sm Motorcycles/Scooters Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2135	Sm Motorcycles/Scooters Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	2230	Street and Sport Motorcycles	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2235	Street/Sport Motorcycle Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2235	Street/Sport Motorcycle Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	2240	Outdoor Power Equipment	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2245	Power Equipment Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2245	Power Equipment Lab	Tools	$55.00
Smith College of Engineering & Technology	AT	PST	2250	Personal Watercraft	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2255	Personal Watercraft Lab	Software	$33.00
Smith College of Engineering & Technology	AT	PST	2255	Personal Watercraft Lab	Tools	$55.00
Smith College of Engineering & Technology	BTM	MECH	3405	Statics/Mtl Properties Lab	Course Lab	$20.00
Smith College of Engineering & Technology	BTM	MECH	3705	CNC Machines Mechatronic Lab	Course Lab	$56.00
Smith College of Engineering & Technology	BTM	TECH	1010	Understanding Technology	Course Lecture	$35.00
Smith College of Engineering & Technology	CT	CAW	1100	Artistic Wood Design	Course Lab	$10.00
Smith College of Engineering & Technology	CT	CAW	1100	Artistic Wood Design	Tools	$35.00
Smith College of Engineering & Technology	CT	CAW	1000R	Survey of Working with Wood	Course Lab	$10.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
Smith College of Engineering & Technology	CT	CAW	1400R	Millwork Technology	Course Lab	$10.00
Smith College of Engineering & Technology	CT	CAW	1400R	Millwork Technology	Tools	$71.00
Smith College of Engineering & Technology	CT	CAW	140R	Millwork Technology	Course Lecture	$250.00
Smith College of Engineering & Technology	CT	CMGT	1010	Intro to Construction Mgmt WE	Course Lecture	$52.00
Smith College of Engineering & Technology	CT	CMGT	1150	Construction Safety	Course Lecture	$14.00
Smith College of Engineering & Technology	CT	CMGT	3010	Construction Materials Testing	Tools	$12.68
Smith College of Engineering & Technology	CT	CMGT	4500	Senior Capstone	Course Lecture	$82.00
Smith College of Engineering & Technology	DGM	DAPR	1030	DAW Training I	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	1031	DAW Training II	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	2001R	Audio Portfolio Prep	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	2020	Core Mixing	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	2110	Production Sound for Cinema	Course Lecture	$85.00
Smith College of Engineering & Technology	DGM	DAPR	2170	Sound Design Visual Media I	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	2171	Sound Design Visual Media II	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	2171	Sound Design Visual Media II	Course Lecture	$85.00
Smith College of Engineering & Technology	DGM	DAPR	2250	Audio Hardware Basics	Course Lecture	$75.00
Smith College of Engineering & Technology	DGM	DAPR	2255	Audio Hardware I	Course Lecture	$75.00
Smith College of Engineering & Technology	DGM	DAPR	3340	Spatial Audio I	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	3340	Spatial Audio I	Course Lecture	$30.00
Smith College of Engineering & Technology	DGM	DAPR	3030	DAW Training III	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	3031	DAW Training IV	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	3060	Producing Audio	Course Lecture	$95.00
Smith College of Engineering & Technology	DGM	DAPR	3170	Post Sound I	Software	$32.00
Smith College of Engineering & Technology	DGM	DAPR	3170	Post Sound I	Course Lecture	$95.00
Smith College of Engineering & Technology	DGM	DAPR	3171	Post Sound II	Software	$32.00
Smith College of Engineering & Technology	DGM	DAPR	3171	Post Sound II	Course Lecture	$95.00
Smith College of Engineering & Technology	DGM	DAPR	3230	Audio Plugin Development I	Software	$13.00
Smith College of Engineering & Technology	DGM	DAPR	3235	Audio Plugin Development II	Software	$13.00
Smith College of Engineering & Technology	DGM	DAPR	3280	Signal Processing	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	3300	Sound for Games II	Software	$13.00
Smith College of Engineering & Technology	DGM	DAPR	3345	Spatial Audio II	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	3345	Spatial Audio II	Course Lecture	$30.00
Smith College of Engineering & Technology	DGM	DAPR	4900R	Senior Capstone	Software	$10.00
Smith College of Engineering & Technology	DGM	DAPR	4900R	Senior Capstone	Course Lecture	$95.00
Smith College of Engineering & Technology	DGM	DGM	3660	Professional NLE Certification	Software	$15.00
Smith College of Engineering & Technology	EGDT	ARC	1010	Classical Arch Workshop	Course Lecture	$10.00
Smith College of Engineering & Technology	EGDT	ARC	1010	Classical Arch Workshop	~~Course Lecture~~	$14.00
Smith College of Engineering & Technology	EGDT	ARC	2210	Architecture Studio II	Course Lecture	$10.00
Smith College of Engineering & Technology	EGDT	ARC	3110	Arch Studio III	Course Lecture	$20.00
Smith College of Engineering & Technology	EGDT	ARC	3210	Arch Studio IV	Course Lecture	$30.00
Smith College of Engineering & Technology	EGDT	ARC	4110	Arch Studio V	Course Lecture	$30.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
Smith College of Engineering & Technology	EGDT	ARC	4210	Arch Studio VI	Course Lecture	$20.00
Smith College of Engineering & Technology	EGDT	ARC	4510	Arch Studio VII	Course Lecture	$30.00
Smith College of Engineering & Technology	EGDT	ARC	4610	Arch Studio VIII	Course Lecture	$50.00
Smith College of Engineering & Technology	EGDT	EGDT	1720	Architectural Rendering FF	Course Lecture	$14.00
Smith College of Engineering & Technology	MCE	CIVE	3320	Water Resources	Course Lab	$10.00
Smith College of Engineering & Technology	MCE	ENGR	2300	Engineering Thermodynamics	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	2210	Man Process for Engineers	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3010	System Dynamics I	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3050	Mechatronic Systems	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3130	Kinematics	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3140	Machine Design	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3160	Intermediate Materials	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3170	Intro Plastics/Composites	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3300	Applied Thermodynamics	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3310	Fluid Mechanics	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3320	Heat Transfer	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3335	Thermal/Fluid Expt WE	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	3410	Applied FEA	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4010	System Dynamics II	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4015	Control and Vibration Exp	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4180	Compliant Mechanisms	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4310	Computational Fluid Dynamics	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4380	Design of Thermal/Fluid Sys	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4390	HVAC Design	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4420	Finite Element Methods	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4430	CADCAM -Theory and Application	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4440	Materials Selection in Design	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4550	Global Engineering	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4610	Road Vehicle Dynamics	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4810	ME Capstone I	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4820	ME Capstone II	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4890R	Undergraduate Research Project	Course Lab	$50.00
Smith College of Engineering & Technology	MCE	ME	4900R	Adv Current Topics in ME	Course Lab	$50.00
Woodbury School of Business	ACC	ACC	3030	Inter Acc for Non Acc Majors	Course Lecture	$83.00

School/College	Dept	Prefix	Number	Course Title	Selected Fee	Amount
Woodbury School of Business	FEES	ECON	4960	Economics capstone research	Course Lecture	$83.00
Woodbury School of Business	MGMT	ENTR	3190	Early-stage Financing	Course Lecture	$83.00
Woodbury School of Business	MGMT	ENTR	3220	Entrepreneurship Law	Course Lecture	$83.00
Woodbury School of Business	MGMT	ENTR	4210	Career Dev for Entrepreneurs	Course Lecture	$84.00
Woodbury School of Business	MGMT	ENTR	4455	New Venture Consulting	Course Lecture	$84.00
Woodbury School of Business	MGMT	MGMT	4260	Bus Analysis and Project Mgmnt	Software	$40.00
Woodbury School of Business	OLDR	HM	3400	Hotel Industry Analytics	Course Lecture	$95.00

Policies

DATE:	October 14, 2025
TITLE:	**Policy 162** *Title IX Sexual Harassment*
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Marilyn Meyer, VP of Digital Transformation
SUBJECT:	**Policy 162** *Title IX Sexual Harassment*

BACKGROUND:	To align with Clery Act requirements and Title IX regulations, revisions update the definition of "Fondling" in Policy 162 to reflect the broader "Criminal Sexual Contact" language from the FBI's NIBRS manual and remove offenses that are now classified under "Rape."
ALTERNATIVES:	• **Approve** as presented, "I move to approve **Policy 162** *Title IX Sexual Harassment.*" • **Amend** and approve, "I move to approve, as amended, **Policy 162** *Title IX Sexual Harassment*." • **No action**, "I move that we go to the next agenda item…"
FINANCIAL IMPACT:	
EXHIBITS:	a. **Policy 162** *Title IX Sexual Harassment*

Proposed Policy Number and Title:		**162 Title IX Sexual Harassment**
Current Policy Number and Title:		162 Title IX Sexual Harassment
Approval Process*		

☐ Regular	☐ Temporary	☒ Compliance Change
☐ New	☐ New	☐ New
☐ Revision	☐ Revision	☒ Revision—Limited Scope
☐ Revision—Limited Scope	☐ Revision—Limited Scope	☐ Deletion
☐ Deletion		

*See UVU Policy 101 *Policy Governing Policies* for process details.

Draft Number and Date:	COMPLIANCE CHANGE, October 1, 2025, Board of Trustees Review
President's Council Sponsor:	Marilyn Meyer
Policy Steward:	Melba Latu, Ashley Wilson

POLICY APPROVAL PROCESS DATES		
REGULAR	**TEMPORARY**	**COMPLIANCE**
Drafting and Revision	**Drafting and Revision**	**President's Council Approval**
Entrance Date: N/A	Entrance Date: N/A	Approval Date: 10/9/2025
University Entities Review	**Board of Trustees Review**	**Board of Trustees Ratification**
Entrance Date: N/A	Entrance Date: N/A	Ratification Date:
Close Feedback: N/A	Approval Date: N/A	
Board of Trustees Review		
Entrance Date: N/A		
Approval Date: N/A		

POLICY TITLE	Title IX Sexual Harassment	Policy Number	162
Section	Governance, Organization, and General Information	**Approval Date**	March 27, 2025
Subsection	Individual Rights	**Effective Date**	March 27, 2025
Responsible Office	Office of the Vice President of People and Culture	**Last Review**	March 27, 2025

1.0 PURPOSE

1.1 Utah Valley University is committed to maintaining a respectful and safe environment for its students, faculty, staff, and visitors. This policy defines and prohibits discrimination on the basis of sex, including sexual harassment, in education programs and activities; details how to report a violation of this policy; describes university resources and supportive measures to protect those involved in the process; and outlines investigation, disciplinary, and due process procedures for addressing reported violations of this policy.

2.0 REFERENCES

2.1 *The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (*Clery Act*), 20 U.S.C. § 1092 (1990)

2.2 *Family Educational Rights and Privacy Act* (*FERPA*), 20 U.S.C. § 1232g (1974)

2.3 Title IX of the *Higher Education Amendments Act of 1972* (Title IX), 20 U.S.C. § 1681 to 1688 (1972)

2.4 *Campus Sexual Violence Elimination Act* (*SaVE*)—Reauthorization of the *Violence against Women Act of 2013* (*VAWA*), 34 U.S.C. § 12291 (2013)

2.5 Title VII of the *Civil Rights Act of 1964* (Title VII), 42 U.S.C. § 2000e (1964)

2.6 *Americans with Disabilities Act of 1990*, 42 U.S.C. § 12101 (1990) (as amended by Pub. L. No. 101–336, 104 stat. 327)

2.7 "Non-Discrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 34 C.F.R. § 106.1 (1972)

2.8 "Grievance Process for Formal Complaints of Sexual Harassment," 34 C.F.R. § 106.45 (2020)

2.9 "Retaliation," 34 C.F.R. § 106.71 (2020)

2.10 *Black's Law Dictionary* (11th ed. 2019)

2.11 *Health Insurance Portability and Accountability Act* (*HIPAA*), Pub. L. No. 104–191, 110 stat. 1936 (1996)

2.12 *Campus Individual Rights Act,* Utah Code Ann. §53B-27-601, 1–7 (2024)

2.13 *Student Rights and Responsibilities,* Utah Code Ann. § 53B-28-302, -304 (2022)

2.14 *Confidential Communications for Institutional Advocacy Services Act*, Utah Code Ann. § 53B-28-201 (2017)

2.15 *Child Welfare Services*, Utah Code Ann. § 80-2-602 (2022)

2.16 *Government Records Access and Management Act* (*GRAMA*), Utah Code Ann. § 63G-2-101 et seq. (2008)

2.17 *Governmental Immunity Act of Utah*, Utah Code Ann. § 63G-7-301 (2020)

2.18 *Stalking,* Utah Code Ann. § 76-5-106.5 (2020)

2.19 *Sexual Offenses*, Utah Code Ann. § 76-5-404 et seq. (2019)

2.20 *Offenses Against the Family*, Utah Code Ann. § 76-7-102 (2019)

2.21 *Cohabitant Abuse Procedures Act*, Utah Code Ann. § 77-36-1 et seq. (2020)

2.22 *Rights of Crime Victims Act*, Utah Code Ann. § 77-38-1 et seq. (1994)

2.23 Utah Board of Higher Education Policy R254 *Secure Area Hearing Rooms*

2.24 Utah Board of Higher Education Policy R256 *Student Disciplinary Processes*

2.25 UVU Policy 165 *Discrimination and Harassment*

2.26 UVU Policy 541 *Student Code of Conduct*

3.0 DEFINITIONS

3.1 Complainant, victim, or alleged victim: For the purposes of this policy, an individual who is alleged to be the victim of conduct that may constitute sexual harassment under this policy.

3.2 Consent: An affirmatively communicated willingness through words and/or actions to participate in sexual activity. Consent is active, not passive, and silence, in and of itself, may not be interpreted as consent. Consent must be given by all participating parties; must be clear,
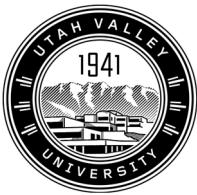
knowing, and voluntary; and can be given only by someone who is 18 years of age or older and is not mentally and/or physically incapacitated.

3.3 Dating violence: As defined in 34 U.S.C. § 12291(a)(11), dating violence means violence committed by a person (1) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (2) where the existence of such a relationship shall be determined based on a consideration of the following factors: (a) the length of the relationship; (b) the type of relationship; and (c) the frequency of interaction between the persons involved in the relationship.

3.4 Domestic violence: As defined in 34 U.S.C. § 12291(a)(12), domestic violence includes felony or misdemeanor crimes of violence committed by (1) a current or former spouse, or intimate partner of the victim; (2) a person with whom the victim shares a child in common; (3) a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; (4) a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies; or (5) any other person against an adult or youth (ages 11–24) victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

3.5 Education program or activity: For the purposes of this policy, all operations of the University, including locations, events, or circumstances over which UVU exercised substantial control over both the respondent and the context in which the sexual harassment occurred.

3.6 Exculpatory evidence: Evidence tending to establish a person's innocence.

3.7 Formal complaint: A document submitted by a complainant (or, in certain circumstances, signed by the Title IX Coordinator) alleging sexual harassment against a respondent and requesting that the University investigate an allegation of sexual harassment. This document may be a physical document or an electronic submission (such as by electronic mail or through an online portal provided for this purpose by the University) that contains the complainant's physical or digital signature or otherwise indicates that the complainant is the person filing the formal complaint.

3.8 Good faith: An honest belief and purpose; absence of fraudulent or deceptive intent.

3.9 Incapacitation: The physical and/or mental inability to make informed, rational judgments. Factors that could be indications of incapacitation include, but are not limited to, mental or physical disability; lack of sleep; use of alcohol, drugs, or other substances, including illegal or prescription medications; unconsciousness; blackout; or involuntary physical restraint. An individual who is incapacitated cannot give consent to engage in sexual activity, and being intoxicated by drugs or alcohol does not diminish one's responsibility to obtain consent. The factors to be considered when determining whether consent was given include whether the respondent knew, or whether a reasonable person should have known, that the complainant was incapacitated.

3.10 Inculpatory evidence: Evidence showing or tending to show one's involvement in a crime or wrong.

3.11 Party: Complainant or respondent.

3.12 Preponderance of the evidence: The evidentiary standard used under this policy to determine if sexual harassment occurred. Preponderance of the evidence means it is more likely than not, or more than 50 percent in favor, that sexual harassment occurred.

3.13 Respondent: For the purposes of this policy, an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment under this policy.

3.14 Retaliation: For the purposes of this policy, intimidation, threats, coercion, or discrimination, including charges against an individual for policy violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purposes of interfering with any right or privilege secured by Title IX or this policy, or because the individual has made a report or complaint, testified, assisted, or participated (or refused to participate) in any manner in an investigation, proceeding, or hearing under this policy.

3.15 Sex discrimination: For purposes of this policy, treating someone differently on the basis of actual or perceived sex, sexual orientation, gender identity, gender expression, pregnancy, or pregnancy-related conditions (collectively "sex") when (1) that conduct adversely affects a term or condition of employment (e.g., compensation, benefits, duties, position classification, etc.), education, or participation in a UVU program, activity, or service; or (2) a person's sex serves as the basis or motivating factor in a decision adversely affecting the terms or conditions of employment, education, or participation in a UVU program, activity, or service.

3.16 Sexual assault: As defined in 20 U.S.C. § 1092(f)(6)(A)(v) and the uniform crime reporting system of the Federal Bureau of Investigation, sexual assault means any sexual act directed against another person without the consent of the victim, including instances in which the victim is incapable of giving consent; and also unlawful sexual intercourse, including the following:

3.16.1 *Rape*—Any penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, or by a sex-related object, without the consent of the victim.

3.16.2 *Sodomy*—Oral or anal sexual intercourse with another person without the consent of the victim.

3.16.3 *Sexual assault with an object*—To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person without the consent of the victim.

3.16.43.16.2 *Fondling*—The intentional touching of the clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. The forced touching by the victim of the actor's clothed or unclothed body parts, without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation~~The touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim.~~

3.16.53.16.3 *Incest*—Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by Utah law.

3.16.63.16.4 *Statutory Rape*—Nonforcible sexual intercourse with a person who is under Utah's statutory age of consent.

3.17 Sexual harassment: Prohibited verbal or nonverbal conduct on the basis of sex (including sex, pregnancy, pregnancy-related conditions, sexual orientation, gender identity, or gender expression). Under Title IX, the following types of conduct constitute sexual harassment and are prohibited under this policy:

3.17.1 Any instance in which an employee of the University conditions the provision of an aid, benefit, or service of UVU on an individual's participation in unwelcome sexual conduct;

3.17.2 Any unwelcome conduct that a reasonable person would determine to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to a UVU education program or activity; and

3.18 Any instance of (1) sexual assault, as defined in 20 U.S.C. § 1092(f)(6)(A)(v) and section 3.16 of this policy; (2) dating violence, as defined in 34 U.S.C. § 12291(a)(11) and section 3.3 of this policy; (3) domestic violence, as defined in 34 U.S.C. § 12291(a)(12) and section 3.4 of this policy; or (4) stalking, as defined in 34 U.S.C. § 12291(a)(36) and section 3.19 of this policy.

3.19 Stalking: As defined in 34 U.S.C. § 12291(a)(36), stalking means engaging in a course of conduct (multiple incidents) directed at a specific person, on the basis of sex, that would cause a reasonable person to (1) fear for their safety or the safety of others; or (2) suffer substantial emotional distress.

3.20 Supportive measures: Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge, to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to UVU's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the University's educational environment or deter harassment. Supportive measures may include counseling; extensions of deadlines or other course-related adjustments; modifications of work or class schedules; campus escort services; mutual restrictions on contact between the parties; changes in work or housing locations; leaves

of absence; increased security and monitoring of certain areas of the campus; and other similar measures.

3.21 Title IX Coordinator: The UVU employee designated and authorized by the President of the University to coordinate the University's compliance with 34 C.F.R. § 106.1.

4.0 POLICY

4.1 Scope of Policy

4.1.1 This policy applies to all university community members, including all persons employed by or affiliated with Utah Valley University in any way and persons participating in any UVU education program or activity, including but not limited to trustees, administrators, faculty, staff, students, independent contractors, volunteers, and visitors to any UVU campus or any property owned or leased by the University.

4.2 Policy Statement

4.2.1 Utah Valley University does not discriminate on the basis of sex in its education programs or activities, as required by Title IX and 34 C.F.R. § 106.1. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about the application of Title IX and its regulations to Utah Valley University may be referred to the Title IX Coordinator, to the U.S. Department of Education Office for Civil Rights, or both.

4.2.2 Utah Valley University prohibits sex discrimination, sexual harassment, and retaliation as defined in this policy.

4.2.3 This policy establishes processes to facilitate equity and legal compliance.

4.3 Relationship to Policy 165 and Other Policies

4.3.1 This policy defines and prohibits sex discrimination, sexual harassment, and retaliation.

4.3.1.1 *Sex discrimination*—Complaints of sex discrimination (other than sexual harassment as defined in this policy) will generally be handled in accordance with the procedures in Policy 165 *Discrimination and Harassment*.

4.3.1.2 *Sexual harassment*—Complaints of sexual harassment as defined in this policy will be handled in accordance with the procedures outlined in this policy. When, in the Title IX Coordinator's judgment, allegations of sexual harassment may also constitute sex-based harassment as defined in Policy 165 *Discrimination and Harassment* the allegations will be consolidated and handled in accordance with the procedures in this policy.

4.3.1.3 *Retaliation*—Complaints of retaliation will generally be handled in accordance with the procedures in Policy 165 *Discrimination and Harassment*.

Policy 162 *Title IX Sexual Harassment*

4.3.2 The Title IX Coordinator may consolidate alleged retaliation, sex discrimination, or conduct prohibited by other policies with a formal complaint of sexual harassment under this policy so long as those non-Title IX allegations arise out of the same facts or circumstances as the alleged Title IX sexual harassment.

4.3.3 To the extent that any other UVU policy addresses sex discrimination, sexual harassment, or retaliation as defined in this policy, this policy and its procedures exclusively govern. All other protected-class discrimination, harassment, and retaliation complaints are subject to the procedures set forth in UVU Policy 165 *Discrimination and Harassment*.

4.3.4 Nothing in this policy shall be interpreted to alter the status of otherwise at-will employees.

4.4 Consent

4.4.1 All participants in the sexual activity are responsible for ensuring that they have the consent of all involved to engage in sexual activity. Any individual who engages in sexual activity without receiving clear, knowing, and voluntary consent, or who forces a party that has withdrawn consent at any point to participate, has violated this policy. Sexual activity with someone deemed unable to grant clear, knowing, and voluntary consent constitutes a violation of this policy. This includes, but is not limited to, individuals who are:

1) Mentally or physically incapacitated for any reason;

2) Under the age of 18; or

3) Forced to give consent in any way, including, but not limited to, by coercion, intimidation, duress, deception, threats, implied threats, and/or physical force.

4.4.2 Consent to any one form of sexual activity does not automatically imply consent to any other forms of sexual activity.

4.4.3 Past consent to sexual activity does not imply ongoing future consent. The current or past existence of a relationship does not imply consent.

4.4.4 A respondent's position or use of authority is a factor in determining consent, coercion, or "welcomeness" of conduct.

4.5 Retaliation

4.5.1 Neither the University nor any person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this policy, or because the individual has made a report or complaint, testified, assisted, or participated (or refused to participate) in any manner in an investigation, proceeding, or hearing under this policy.

4.5.2 Allegations of policy violations against an individual for the purpose of interfering with any right or privilege secured by Title IX or this policy constitutes retaliation.

4.5.3 Any retaliatory threat or act of violence against victims or witnesses of alleged sexual violence is a third-degree felony under Utah Code Ann. § 53B-28-304 and may be subject to criminal prosecution.

4.5.4 Complaints alleging retaliation may be filed according to the procedures under Policy 165 *Discrimination and Harassment*.

4.6 Title IX Notification

4.6.1 The University notifies applicants for admission or employment, students, and employees of the following:

1) The name, office address, e-mail address, and telephone number of the Title IX Coordinator; and

2) A nondiscrimination policy statement consistent with section 4.2.1 of this policy and the University's procedures for responding to complaints, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the University will respond.

4.6.2 The University prominently displays the contact information and policy statement described above on its website and in each handbook and catalog that it makes available to students, employees, and applicants for admission and employment.

4.7 Reporting

4.7.1 Amnesty

4.7.1.1 Any student who makes a good faith report of sexual harassment or sexual violence, as defined at Utah Code Ann. § 53B-28-301, that was directed at them or another person will not be sanctioned by the University under Policy 541 *Student Code of Conduct* for a violation related to the use of drugs or alcohol that the University discovers because of the report.

4.7.2 How to Report

4.7.2.1 Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), to the Title IX Coordinator using any of the following methods:

1) In person at the Browning Administration Building, Suite 203, 800 W. University Parkway, Orem, UT 84058 (M–F, 8 a.m. to 5 p.m.);

2) By mail to Utah Valley University, MS 272, 800 W. University Parkway, Orem, UT 84058 (any time);

3) By telephone at 801-863-7999 (any time);

4) By e-mail at TitleIX@uvu.edu (any time);

5) Online, anonymously or self-identified, at https://www.uvu.edu/equityandtitleix/ (any time); or

6) By any other means that results in the Title IX Coordinator receiving the person's oral or written report.

4.7.3 Who Must Report

4.7.3.1 Employees who receive a complaint of sex discrimination, sexual harassment, or retaliation, or who witness or become aware of such conduct, must promptly report such issues to the Title IX Coordinator within 24 hours of learning of the incident using any of the contact methods listed above in section 4.7.2.

5.1 Consistent with Utah Code Ann. § 80-2-602, anyone who reasonably suspects any incident of sexual harassment or abuse involving a minor shall immediately report it to campus police or the local police department. Employees who become aware of allegations involving a minor shall notify the Title IX Coordinator and their supervisor that they have reported the allegation to the police.

4.7.4 Who Must Not Report

4.7.4.1 Licensed mental health counselors and medical professionals working within the scope of their license, or designated advocates authorized by the Title IX Coordinator, generally may not report incidents of sexual harassment, except with written consent from the client or patient, in instances of imminent danger, or when the victim is a minor or vulnerable adult.

4.8 Confidentiality

4.8.1 University employees participating in any capacity other than as complainant or respondent in the process described in this policy must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the University's ability to provide the supportive measures.

4.8.2 University employees participating in any capacity other than as complainant or respondent in the process described in this policy must keep confidential (1) the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment; (2) any complainant; (3) any individual who has been reported to be the perpetrator of sex discrimination; (4) any respondent; (5) and any witness; except as may be permitted by the federal *Family Educational Rights and*

Privacy Act (*FERPA*); or as required by the *Utah Government Records and Management Act* (*GRAMA*), the federal *Health Information Portability and Accountability Act* (*HIPAA*), or other law; or to carry out the purposes of Title IX, including the conduct of any investigation, hearing, or judicial proceeding arising under Title IX.

4.8.3 Records created or maintained pursuant to this process are classified as protected under *GRAMA*.

4.8.4 Any evidence presented in a proceeding is confidential and may not be

4.8.4.1 used as evidence in a subsequent proceeding, or

4.8.4.2 used or disclosed to a third party for any other purpose other than for the proceeding.

4.9 The University will protect confidential communications to designated UVU advocates authorized by the Title IX Coordinator, protected under the Utah *Confidential Communications for Institutional Advocacy Services Act* (Utah Code Ann. § 53B-28-201), where disclosure is not required by applicable federal law, including Title IX of the *Higher Education Amendments Act of 1972*, Title VII of the *Civil Rights Act of 1964*, or the *Clery Act*, or consented in writing.

4.9.1 The University will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence. However,

a) Retaliation is prohibited. Attempts to alter or prevent a witness's or party's testimony are forms of prohibited retaliation and potentially criminal conduct under Utah Code section 76-8-508.

b) Parties may be directed to cease communications with one another (i.e., a "no-contact directive").

c) Parties' communications remain subject to state laws protecting against defamation and tortious invasions of privacy, such as intrusion upon seclusion, publication of private facts, and false light claims.

4.10 Referrals

4.10.1 The Title IX Coordinator may refer reports or complaints that are outside the scope of this policy, but may implicate another policy, to the organizational unit (such as Student Conduct or People and Culture) implementing the relevant policy.

4.10.2 Information gathered in the investigative process under this policy, but which is relevant to potential non-Title IX policy violations, may be shared with the organizational unit implementing the relevant policy.

4.10.3 The University complies with all applicable reporting requirements and reserves the right to report findings of criminal misconduct to the police as required by law.

4.11 Training

4.11.1 The University trains Title IX Coordinators, investigators, sanctioning officials, hearing panelists, and any person who facilitates an informal resolution process on the definition of sexual harassment, the scope of the University's education programs and activities, how to conduct the procedures outlined in this policy (including live hearings, appeals, and informal resolution processes), and how to serve impartially (including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias). The University will also train adjudicators, hearing officers, and appellate hearing officers on relevant evidence and nonrelevant, nonprobative evidence.

4.11.2 The University trains hearing panelists to determine issues of relevance for questions and evidence (including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant), on evidentiary standards, and on live hearing procedures.

4.11.3 The University ensures that investigators receive training on issues of relevance and bias to create investigative reports that fairly summarize relevant evidence.

4.11.4 The University trains Title IX Coordinators, hearing officers, and other necessary parties on all technology to be used in live hearings.

4.11.5 The University ensures that training materials do not rely on sex, race, religious, and other stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

4.11.6 All materials used to train Title IX Coordinators, investigators, hearing panelists, and any person who facilitates an informal resolution process are publicly available on the University's website.

4.12 Recordkeeping

4.12.1 The Equity and Title IX Office maintains the following records for a period of seven years:

1) Each sexual harassment investigation, including any determination regarding responsibility, any audio or audiovisual recording or transcript required by this policy, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the University's education program or activity;

2) Any appeal and the result;

3) Any informal resolution and the result; and

4) All materials used to train Title IX Coordinators, investigators, hearing panelists, and any person who facilitates an informal resolution process.

4.12.2 For each report to the Title IX Coordinator of sexual harassment, the Equity and Title IX Office creates and maintains, for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the Equity and Title IX Office documents the basis for its conclusion that its response was not deliberately indifferent and documents that it has taken measures designed to restore or preserve equal access to the University's education program or activity. If the University does not provide a complainant or respondent with supportive measures, then the Equity and Title IX Office documents the reasons why the determination to not provide supportive measures was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the University in the future from providing additional explanations or detailing additional measures taken.

5.0 PROCEDURES

5.2 Scope and Applicability of Procedures

5.2.1 All reports and formal complaints of sexual harassment, as defined in this policy, are subject to the procedures set forth in this section. Reports and complaints of other forms of sex discrimination and retaliation prohibited by this policy will follow the procedures in Policy 165 *Discrimination and Harassment*.

5.3 General Principles

5.3.1 Complainants, respondents, and witnesses shall be treated equitably and with respect throughout all proceedings.

5.3.1.1 Any persons designated as a Title IX Coordinator, investigator, hearing panelist, sanctioning official, or a person designated to facilitate an informal resolution process shall be free of conflict of interest or bias for or against complainants or respondents, generally or individually.

5.3.2 The University will evaluate all relevant evidence—both inculpatory and exculpatory—objectively and determine credibility without respect to a person's status as complainant, respondent, or witness.

5.3.3 Complainants, respondents, and witnesses shall not knowingly make materially false statements or knowingly submit materially false information. However, a determination regarding responsibility alone is not sufficient to conclude that any individual proffered a material falsehood.

5.3.4 The University shall provide resources and options for supportive measures to both complainants and respondents.

5.4 Complainants, respondents, and other participants may at any time request accommodations under the *Americans with Disabilities Act* (*ADA*) through the Title IX Coordinator, who will refer the request to the appropriate ADA Coordinator and implement approved accommodations.

5.5 Preliminary Review of Reports of Sexual Harassment

5.5.1 Response to Reports

5.5.1.1 Upon receiving a report of sexual harassment, the Title IX Coordinator or designee shall promptly contact the complainant to (1) discuss the availability of supportive measures; (2) consider the complainant's wishes with respect to supportive measures; (3) inform the complainant of the availability of supportive measures with or without the filing of a formal complaint; and (4) explain the process for filing a formal complaint.

5.5.2 Clery Reporting

5.5.2.1 The Title IX Coordinator shall assess the reported conduct for any Clery obligations in coordination with appropriate personnel, including issuance of a timely warning and reports to campus or local law enforcement when necessary.

5.5.3 Safety Removal

5.5.3.1 The Dean of Students may remove a student respondent from all or part of the University's education programs or activities on an emergency, non-disciplinary basis, provided that the UVU Behavior Assessment Team (1) undertakes an individualized safety and risk analysis; (2) determines an immediate threat to the physical health or safety of any student, employee, or other individual arising from the allegations of sexual harassment justifies removal; and (3) provides the respondent with notice and an opportunity to challenge the determination immediately following the removal.

5.5.3.2 A supervising executive (such as the President, Provost, Vice President, Dean, or Associate Vice President over the employee's primary university division), in consultation with People and Culture and the Office of General Counsel, may place an employee on non-disciplinary leave or establish restrictions on workplace locations or duties to mitigate identified risks. The restrictions on workplace locations and duties must be as limited in scope (particular buildings, offices, or contact from specific persons) as practicable to sufficiently mitigate the identified risks. Any decision to put an employee on leave or impose restrictions shall be based on an individualized determination in consideration of the best available evidence that the employee (1) poses a credible, substantial risk of harm to individuals within the University or to the university community as a whole; or (2) poses a credible, substantial risk of impeding the lawful activities, the educational processes, or the proper activities or functions of other members of the university community.

5.6 Formal Complaint

5.6.1 A complainant may file a formal complaint alleging sexual harassment with the Title IX Coordinator requesting that the University investigate. A formal complaint may be filed only by a complainant who is participating in or attempting to participate in an education program or activity of the University at the time of filing the formal complaint, or, in certain circumstances, the Title IX Coordinator may sign a formal complaint on behalf of a complainant (as outlined in section 5.6.4).

5.6.2 A complainant may submit a formal complaint to the Title IX Coordinator in person, by mail electronic mail, or online using the complaint form on the Title IX website by using the contact information posted for the Title IX Coordinator in section 4.7.2.

5.6.3 By filing a formal complaint, the complainant authorizes the Title IX Coordinator and investigators to discuss the information provided by the complainant with other persons who may have relevant factual knowledge of the circumstances of the complaint, and authorizes the collection and examination of all records and other documentation relevant to the complaint.

5.6.4 The Title IX Coordinator may independently initiate a formal complaint and investigation, if necessary, to provide safe and nondiscriminatory education programs and activities, unless doing so would be clearly unreasonable in light of the known circumstances. The Title IX Coordinator may consider a variety of factors, including a pattern of alleged misconduct by the particular respondent, in deciding whether to sign a formal complaint. When the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this policy and must remain free of bias or conflict of interest with respect to any party. In this situation, the complainant is treated as a party, though their right to not participate is protected.

5.6.5 The University may consolidate formal complaints against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances. The University may consolidate alleged conduct prohibited by other policies with a formal complaint of sexual harassment so long as those non-Title IX allegations arise out of the same facts or circumstances as the alleged instance of Title IX sexual harassment.

5.6.6 Deadlines and timeframes in this policy may be extended for good cause by the Title IX Coordinator by providing written notice including the reason(s) for the extension to the parties. Good cause may include but is not limited to considerations such as the absence of a party, a party's advisor, or witness; concurrent law enforcement activity; the need for language assistance; or accommodations under section 5.4.

5.6.6.1 A party may submit a request for a temporary delay or limited extension to the Title IX Coordinator. Any request for temporary delay or limited extension shall include a good cause statement and the reason(s) for the request. The Title IX Coordinator will consider the request and notify the parties of any approved temporary delay or limited extension. If the Title IX Coordinator determines no good cause exists to grant the temporary delay or limited extension, the Title IX Coordinator will provide a written denial to the requesting party.

5.6.7 Notice of Allegations

5.6.7.1 Upon receipt of a formal complaint, the Title IX Coordinator or designee shall provide the following written notice to all known parties:

1) The University's procedures as outlined in this policy, including options for informal resolution;

2) The allegations potentially constituting sexual harassment as defined in this policy and other alleged policy violations consolidated in the formal complaint and included in the scope of the investigation, including sufficient details known at the time, and allow sufficient time for parties to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the reported incident, if known, the alleged conduct, and the date and location of the alleged incident, if known;

5.7 A statement that the respondent is presumed not responsible for the alleged violation and that this presumption of innocence remains in effect until either the respondent acknowledges the alleged violation or upon the conclusion of the grievance process, at which time all elements of the alleged violation must be established by the University;

1) A notice that each party may choose to be accompanied by an advisor (who may be, but is not required to be, an attorney) at all related meetings, investigative interviews, and/or hearings, and who may inspect and review evidence before the conclusion of the investigation; and

2) A statement that knowingly making false statements or knowingly submitting false information is prohibited by this policy.

5.7.1.2 The Title IX Coordinator or designee must provide each party with written notice of these rights as soon as practicable but no later than seven days before a hearing that pertains to the party.

5.7.1.3 If, in the course of an investigation, the investigator decides to investigate additional alleged policy violations pursuant to the complaint that are not included in the initial notice of allegations provided, the Title IX Coordinator or designee must provide notice of the additional allegations.

5.7.2 Dismissal of the Formal Complaint

5.7.2.1 The University must investigate all allegations in a formal complaint according to the procedures outlined in this policy unless the alleged conduct:

1) Would not constitute sexual harassment as defined in this policy, even if proved;

2) Did not occur in the University's education programs or activities; or

3) Did not occur in the United States.

5.7.2.2 If the alleged conduct falls within the criteria outlined in section 5.7.2.1, the Title IX Coordinator must dismiss the formal complaint with regard to that conduct for the purposes of Title IX and this policy. Such dismissal does not prohibit investigation or action by the University under another provision of UVU policy.

5.7.2.3 The Title IX Coordinator may dismiss the formal complaint or any allegations if at any time during the investigation or hearing:

1) A complainant notifies the Title IX Coordinator in writing that the complainant wants to withdraw the formal complaint or any allegations therein;

2) The respondent is no longer enrolled at or employed by the University; or

3) Specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the formal complaint.

5.7.2.4 Upon a required or permitted dismissal of the formal complaint, the Title IX Coordinator or designee shall promptly send written notice of the dismissal and the reason(s) to the parties.

5.7.2.5 Any party may appeal the dismissal of a formal complaint in accordance with section 5.15 of this policy.

5.8 Informal Resolution

5.8.1 The University may offer an informal resolution process only after a formal complaint is filed. Informal resolution may include a limited inquiry into the facts, but typically does not include an investigation. Informal resolution shall be flexible enough to meet the needs of each case and may include mediating an agreement between the parties, separating the parties, referring the parties to counseling programs, conducting targeted preventive educational and training programs, or providing remedies for the individual harmed by the offense.

5.8.2 Participation by the parties in the informal resolution process is voluntary. The University may not require either party to engage in informal resolution as a condition of enrollment or employment or enjoyment of any other right, waiver of the right to investigation, or adjudication of formal complaints of sexual harassment.

5.8.3 The University is not obligated to offer or facilitate informal resolutions. Because each case is different, the Title IX Coordinator shall determine whether a formal complaint of sexual harassment is appropriate for informal resolution.

5.8.4 The University may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

5.8.5 At any time before reaching a determination regarding responsibility, the Title IX Coordinator or designee may facilitate an informal resolution process that does not involve a full investigation and adjudication, provided that the Title IX Coordinator or designee obtains the

parties' voluntary, written consent to the informal resolution process and provides to the parties a written notice disclosing the following:

1) The allegations;

2) The requirements of the informal resolution process, including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations (provided, however, that at any time before agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the formal process with respect to the formal complaint); and

3) Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or may be shared.

5.8.6 The Title IX Coordinator endeavors to conclude informal resolutions promptly and shall keep a written record of all informal resolution efforts in accordance with section 4.12 of this policy.

5.8.7 After concluding informal resolution of a formal complaint, the Title IX Coordinator or designee shall provide written notification to the parties of the resolution that was agreed upon.

5.9 Formal Investigations

5.9.1 If the formal complaint of Title IX sexual harassment is not dismissed or resolved informally, the Title IX Coordinator or designee shall conduct a thorough, impartial investigation by interviewing witnesses, collecting documentary evidence, and preparing a written report of findings. The purpose of the investigation is to establish whether, based on a preponderance of the evidence, the alleged sexual harassment occurred.

5.9.2 The Title IX Coordinator may refer any non-Title IX allegations in the formal complaint to the appropriate office for resolution. Alternatively, the Title IX Coordinator may investigate any non-Title IX allegations arising out the same facts or circumstances as the complaint of Title IX sexual harassment when consolidated in the formal complaint according to section 5.6.5.

5.9.3 The Title IX Coordinator shall choose the investigator, except in cases where the Title IX Coordinator or others involved in the investigation have a conflict of interest, in which case the University shall select an impartial internal or external investigator.

5.9.4 Investigations under this policy shall incorporate the following standards:

1) The burden of proof and the burden of gathering evidence sufficient to reach a determination rests on the University and not on the parties.

2) The University shall not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in their professional capacity, or assisting in that capacity, and which

are made and maintained in connection with the provision of treatment to the party, unless the University obtains the party's voluntary, written consent for the purposes of this process.

3) The University shall presume the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the process.

4) The University shall provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.

5) Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such is presented to prove that someone other than the respondent committed the conduct alleged by the complainant.

5.9.5 Each party may choose to be accompanied by an advisor of their choice (who may be, but is not required to be, an attorney) to any related meeting or proceeding. During the investigation, the advisor may not disrupt meetings or other proceedings or communicate on behalf of the party. Generally, the advisor is limited to listening and quietly conferring with the party. If an advisor is disruptive even after warning, the investigator may exclude the advisor from the meeting or reschedule the meeting. In cases of extreme or repeated disruptions, an advisor may be excluded for the duration of the investigation and the party may be asked to procure an alternate advisor.

5.9.6 At any time before or during the investigation, the investigator may recommend that the University provide support measures for the parties or witnesses. Any individual's intentional interference with support measures may be considered retaliatory and a separate violation of this policy.

5.9.7 If either party fails or declines to participate in the investigation over a reasonable period of time, the investigator may make findings without the response of that party, or the Title IX Coordinator may dismiss the case according to section 5.7.2.3 of this policy.

5.9.8 To each party whose participation is expected or invited, the University will provide written notice of the date, time, location, participants, and purpose of investigative interviews or other meetings, with sufficient time for each party to prepare to participate.

5.9.9 If, at any point during the investigation, the investigator determines a need to investigate allegations not included in the formal complaint, the Title IX Coordinator or designee must provide notice of the additional allegations to the parties.

5.9.10 Upon conclusion of the investigation, the investigator shall prepare a draft investigative report that includes the following:

1) A summary of the complainant's allegations and the respondent's responses;

2) The relevant evidence;

3) The material witnesses supporting or opposing the allegation(s);

4) The preliminary recommended findings; and

5) A description of the procedural steps taken from the receipt of the formal complaint through the recommended findings, including any notifications to the parties, interviews with the parties and witnesses, and methods used to gather other evidence.

5.9.11 Before the draft investigative report is finalized, investigators will give each party and their advisors, if any, an electronic or hard copy of the draft investigative report and any evidence (whether inculpatory or exculpatory) obtained as part of the investigation and directly related to the allegations in the formal complaint, including evidence upon which the University does not intend to rely in reaching a determination of responsibility.

5.9.12 The parties may submit a written response or additional information to the investigator within 10 business days of the date of the notice of the opportunity to review the draft investigative report and evidence, which the investigator will consider prior to completion of the investigative report. This is the parties' final opportunity to submit any additional information or witnesses. In the absence of good cause, the investigator shall not consider information discoverable through the exercise of due diligence that is not provided to the investigator at this juncture.

5.9.12.1 The investigator shall consider any written response, information, or evidence provided by the parties, and conduct any further fact-finding or revisions to the investigative report deemed necessary.

5.9.13 The investigator shall prepare a final investigative report that contains a statement of the allegations, the positions/responses of each party, a summary of relevant evidence and material witnesses that the investigator relied on, and recommended findings and determination.

5.9.13.1 A recommended determination of "responsible" means that the investigator has found that, based on a preponderance of the evidence, there is sufficient evidence to conclude that the alleged sexual harassment occurred.

5.9.13.2 A recommended determination of "not responsible" means that the investigator has found that, based on a preponderance of the evidence, there is insufficient evidence to conclude that the alleged sexual harassment occurred.

5.9.13.3 At this stage, the investigator may recommend that the respondent was not responsible for sexual harassment as defined in this policy, but—as it pertains to the same allegations and evidence—is responsible for non-Title IX policy violations consolidated in the formal complaint and considered under these procedures. In this case, the procedures for addressing such violations will typically continue in accordance with the procedures in this policy.

5.9.13.4 At any point after receiving a report or formal complaint, or upon discovery during the investigation, the Title IX Coordinator may refer any potential non-Title IX policy violations to the appropriate office for resolution.

5.9.14 The final investigative report shall be submitted to the sanctioning official designated below with authority to implement actions and/or discipline necessary to resolve the complaint (unless a conflict of interest exists, in which case the next-level supervisor or their designee will assign an alternate sanctioning official):

Respondent's Affiliation with the University	Sanctioning Official
Student	Designated Student Conduct administrator within the Dean of Students Office
Faculty member	The dean or dean's designee of the faculty member's college (in consultation with the Deputy Provost)
Staff member	Supervising executive
Executive or direct report of the University President	University President or designee
Contractor, vendor, visitor, volunteers, etc.	Supervising executive, or the Vice President of Planning, Budget and Finance or designee

5.9.15 The final investigative report may be used as evidence in other related proceedings, such as subsequent complaints, disciplinary actions, hearings, or appeals.

5.10 Sanctions and Remedies

5.10.1 Within 10 business days of receiving the final investigation report, the sanctioning official shall recommend the appropriate sanctions and remedies based on the investigative report's recommended findings and determinations. In consultation with the Title IX Coordinator and the Office of General Counsel (and with People and Culture when the respondent is an employee), the sanctioning official shall ensure any proposed sanctions and remedies are appropriate to end the prohibited conduct, prevent further violations of this policy, and remedy the effects of any violation.

5.10.2 In recommending the appropriate sanction(s), the sanctioning official shall be guided by the following considerations:

1) The severity, persistence, or pervasiveness of the policy violations;

2) The nature of violence in the sexual harassment and/or use of weapons, drugs, or alcohol (if applicable);

3) The impact of the policy violations on the complainant;

4) The impact or implications of the policy violations on the university community;

5) Established prior misconduct by the respondent, including the respondent's relevant prior disciplinary history;

6) Whether the respondent has accepted responsibility for the policy violations;

7) The maintenance of a safe, nondiscriminatory, and respectful working and learning environment; and

8) Any other mitigating, aggravating, or compelling factors.

5.10.3 Possible sanctions for being found responsible for conduct adjudicated under this policy include the following:

5.10.3.1 *Employees*—Possible sanctions against employees for violations of this policy include verbal counseling, written warning, probation, reassignment, transfer, demotion, reduction in pay, suspension without pay, and termination of employment.

5.10.3.2 *Students*—Possible sanctions against students for violations of this policy include those described in UVU Policy 541 *Student Code of Conduct,* such as fines, restitution, suspension, warning, probation, expulsion, withholding diploma, revocation of certificate or degree, discretionary sanction, organizational sanction, and notation on the student's transcript consistent with the *Family Educational Rights and Privacy Act*.

5.10.3.3 *Vendors/Contractors/Visitors/Volunteers*—Possible sanctions against vendors or visitors to campus who are neither students nor employees of the University for violations of this policy include banning the individuals from all or part(s) of the University and/or ending business relationships with the vendors and contractors.

5.11 In addition to the above sanctions, the University may issue an order of no trespassing on campus and/or in UVU programs, services, and activities.

5.12 Remedies may also be provided to the complainant to restore or preserve equal access to the University's education programs or activities. These remedies may include adjustments to academic or work arrangements or assignments, access to counseling services, academic support, campus restrictions, climate assessments, educational training, or other appropriate measures.

5.13 The sanctioning official or designee shall provide the respondent and the Title IX Coordinator written notification of any recommended sanctions and remedies.

5.13.1 The Title IX Coordinator shall send the final investigative report and additional guidance on the next steps of the process to the parties. The final investigative report shall be provided to the parties at least 10 business days before any hearing under this policy.

5.13.2 Unless the allegations in the formal complaint are dismissed according to section 5.7.2, referred to another process according to section 5.9.2, or informally resolved according to section 5.8, the case will proceed to a live hearing at which parties and witnesses may, but are not required to, participate.

5.14 Live Hearings

5.14.1 The Role of the University during Live Hearings

5.14.1.1 The University shall remain objective and impartial throughout the hearing process, including impartially presenting the final investigative report to the hearing panel for an independent determination regarding responsibility. The University is not a party to the live hearing, but it shall be the University, not the parties, that bears the burden of producing evidence through the final investigative report to the hearing panel.

5.14.1.2 The University may establish a secure hearing room space and screen for firearms and other dangerous weapons pursuant to Utah Board of Higher Education Policy R254 *Secure Area Hearing Rooms*.

5.14.2 Appointing a Hearing Panel and Hearing Officer

5.14.2.1 Upon receipt of the final investigation report and sanction recommendation, the Title IX Coordinator or designee will appoint a hearing officer and hearing panelists. The Title IX Coordinator and investigator(s) may not be the hearing officer or serve on the hearing panel.

5.14.2.2 The Title IX Coordinator shall appoint a three-member hearing panel selected from a pool of trained panelists. The hearing panel is responsible for objectively evaluating relevant evidence and rendering an independent determination regarding responsibility based on a preponderance of the evidence. The hearing panel shall not defer to the recommendation determination(s) in the investigative report.

5.14.2.3 Panel members cannot have also served in one of the following roles in the same matter: (1) an advocate or counselor for either party; (2) an investigator; (3) an institutional prosecutor; or (4) an advisor to a person described in (1), (2), or (3). If an individual employed by the University or otherwise representing the University serves as an investigator and an institutional prosecutor for the alleged violation of a policy or rule, the University shall advise the parties before the investigation proceeding. An individual may not serve as an investigator or institutional prosecutor and a party advisor in the same matter.

5.14.2.4 If a party is a faculty member, and faculty members are available to train and serve on the panel, the panel should comprise at least one faculty member. If a party is a staff member, and staff members are available to train and serve on the panel, the panel should comprise at least one staff member. If the respondent is a student, any combination of available trained faculty and staff members may serve.

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5.14.2.5 Upon appointing a hearing officer and hearing panel, the Title IX Coordinator or designee issues a notice of hearing, in either an electronic or hard copy format, to the parties and the parties' advisors, if any. The notice of hearing shall contain (1) dates, deadlines, and requirements appropriate for the orderly administration of the live hearing, to be held in person or virtually; and (2) a statement informing the parties that the University must, upon either party's request, provide for a live hearing where the parties are located in separate rooms with technology enabling the hearing panel and the parties to simultaneously see and hear the party or witness answering questions.

5.14.3 Required Disclosures and Information Access

5.14.3.1 Each party shall disclose the identity of any person who will present expert opinion evidence at the live hearing no later than 5 business days before the date of the hearing.

5.14.3.2 Unless otherwise stipulated, this disclosure shall be accompanied by a written report prepared and signed by the expert witness. The report shall contain (1) the subject matter on which the expert is expected to testify; (2) the substance of the facts and opinions to which the expert is expected to testify; (3) a summary of the grounds for each opinion; (4) and the qualifications of the expert witness.

5.14.3.3 The hearing officer may exclude expert testimony that they deem as not relevant.

5.14.3.4 At least 5 business days before the hearing date, each party must provide to the hearing officer any written statement responding to the final investigative report and a list of witnesses and documents that they will be presenting to the hearing panel. At any time, the hearing panel may also submit a list of requested witnesses to the hearing officer. The hearing officer will ensure all parties and hearing panelists gain access to these disclosures no less than 3 business days before the hearing.

5.14.3.5 The hearing officer shall ensure that all evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint is available at the hearing. The hearing officer shall give each party equal opportunity to refer to this evidence during the hearing, including for purposes of cross-examination. This evidence (1) shall include that upon which the University does not intend to rely in reaching a determination regarding responsibility and (2) shall include inculpatory and exculpatory evidence obtained from a party or other source.

5.14.3.6 The University will provide access to all material evidence that is in its possession to the parties, including both inculpatory and exculpatory evidence, no later than one week before the day on which a live hearing begins.

5.14.4 Advisors' Role During Live Hearings

5.14.4.1 Each party may be accompanied to the live hearing by an advisor of their choice. The University will not limit the choice or presence of any party's advisor.

5.14.4.2 A party's advisor may participate in the live hearing through asking the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. The hearing officer may otherwise establish restrictions regarding an advisor's participation, provided the restrictions apply equally to both parties. The hearing officer shall restrict an advisor's participation in the hearing if the advisor becomes unreasonably disruptive to the proceedings or fails to follow basic rules of decorum established by the hearing officer.

5.14.4.2.1 Cross-examination at the live hearing must be conducted directly, orally, and in real time by a party's advisor and never by a party personally.

5.14.4.3 Pursuant to Utah Board of Higher Education Policy R256, each party's advisor may also present opening and closing statements.

5.14.4.4 Each party may have a support person/advisor or legal representative who can have full participation in the live hearing to make opening and closing statements; examine and cross-examine witnesses; introduce relevant evidence; and provide support, guidance, or advice to the party.

5.14.4.5 If a party does not have an advisor present at the live hearing, the University must provide without fee or charge to that party, an advisor (who need not be an attorney) of the University's choice to conduct cross-examination on behalf of that party.

5.14.5 Hearing Officer and Hearing Panel Responsibilities

5.14.5.1 The hearing officer shall conduct the live hearing to obtain full disclosure of relevant facts and to afford all parties reasonable opportunity to present their positions.

5.14.5.2 The hearing officer shall exclude the following during live hearings:

1) Evidence that is irrelevant or unduly repetitious;

2) Irrelevant questions directed to a party or witness. Before a party or witness answers a cross-examination or other question, the hearing officer must first determine whether the question is relevant and explain any decision to exclude a question as not relevant;

3) Evidence privileged in the courts of Utah, unless the privilege at issue is specifically waived by the person holding such privilege; and

4) Questions or evidence about a complainant's sexual predisposition or prior sexual behavior, unless such is offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

5.14.5.3 The hearing officer shall not exclude evidence solely because it is hearsay.

5.14.5.4 The hearing officer shall afford each party's advisor the opportunity to offer opening and closing statements, examine and cross-examine witnesses, and introduce relevant evidence during the proceeding.

5.14.5.4.1 The hearing panel must consider all relevant evidence, including relevant party or witness statements, even if that party or witness does not appear at the hearing or is not subject to cross-examination. The hearing panel must not draw an inference about responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

5.14.5.5 The University shall create an audio or audiovisual recording of the hearing and shall make the recording available to the parties for inspection and review upon request.

5.14.5.6 The hearing may be conducted with parties physically present in the same geographical location or virtually, at the Title IX Coordinator's discretion, provided that participants can simultaneously see and hear each other.

5.14.5.7 Nothing in this section precludes the hearing officer from taking appropriate measures necessary to preserve basic decorum and the integrity of the hearing.

5.14.5.8 Following the conclusion of the live hearing, the hearing panel will deliberate to determine if the respondent is responsible and if sanctions, if any, are appropriate. If the hearing panel determines the respondent is responsible, they shall consult with the sanctioning official to obtain updated recommended sanctions. The hearing panel shall defer to the sanctioning official's recommended sanctions unless it is clearly unreasonable in light of the evidence and known circumstances.

5.14.6 Written Determination

5.14.6.1 The hearing panel will provide the written determination simultaneously to the Title IX Coordinator, the sanctioning official, and the parties within 20 business days after the live hearing concludes. The written determination must include:

1) Identification of the allegations potentially constituting sexual harassment as defined in this policy and other policy violations consolidated in the formal complaint, if applicable;

2) A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with the parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

3) Findings of fact supporting the determination;

4) Conclusions regarding the application of this policy to the facts;

5) A statement of, and rationale for, the result as to each allegation, including (a) a determination regarding responsibility based on a preponderance of the evidence; (b) disciplinary sanctions

imposed on the respondent; and (c) whether the University will provide remedies designed to restore or preserve equal access to the University's education program or activity to the complainant; and

6) The University's procedures and permissible bases for the complainant and respondent to appeal.

5.14.6.2 The hearing panel may determine at this stage that the respondent is not responsible for sexual harassment as defined in this policy, but—as it pertains to the same allegations and evidence—is responsible for other policy violations consolidated in the formal complaint and considered under these procedures. In this case, the procedures will continue according to this policy, and the hearing panel will render a final determination according to this policy.

5.14.6.3 A determination regarding responsibility and relevant sanctions, if any, becomes final when either (1) the deadline for filing a written notice to appeal the determination, as outlined in section 5.15, has passed without any party filing such notice; or (2) if appealed, on the date that the parties receive the written determination of the result of the appeal following the procedures in section 5.15.

5.15 Appeals

5.15.1 Within 10 business days of written notification, any party may submit to the Title IX Coordinator a written notice of intent to appeal (1) a hearing panel determination regarding responsibility; or (2) the dismissal of any portion of a formal complaint by the Title IX Coordinator.

5.15.2 The appeal officer will consider a notice of intent to appeal only if the appeal officer determines one or more of the following conditions are satisfied:

1) A procedural irregularity affected the outcome of the hearing;

2) New evidence that was not reasonably available at the time of the hearing or dismissal could affect the outcome of the hearing or dismissal; or

3) The Title IX Coordinator, the investigators, or the hearing panel had a conflict of interest or bias for or against the parties generally, or an individual complainant or respondent, that affected the outcome.

5.15.3 Within 5 business days of receiving a party's written notice of intent to appeal, the Title IX Coordinator shall send to both parties (1) the contact information for the appeal officer who will decide the appeal, and (2) instructions on filing written statements with the appeal officer.

5.15.4 The appeal officer shall be the Provost, appropriate vice president, or their designee. The appeal officer must be free of any bias or conflict of interest with respect to any party and must

not have been the hearing officer, a member of the hearing panel, the Title IX Coordinator, or the investigator under this policy.

5.15.5 The parties may submit a written statement to the appeal officer supporting or opposing the hearing panel's written determination of responsibility.

5.15.5.1 The appeal officer must receive any written statements within 10 business days of the Title IX Coordinator sending the notice to the parties.

5.15.6 The appeal officer will review all written statements, reports, evidence, and recordings and make a final written determination within 20 business days.

5.15.7 In cases where a hearing panel's determination is appealed, the appeal officer's final written determination may (1) uphold the hearing panel's written determination(s) of responsibility; (2) modify the hearing panel's written determination(s) of responsibility; or (3) reverse the hearing panel's written determination(s) of responsibility.

5.15.8 In cases where a Title IX Coordinator's dismissal of a formal complaint is appealed, the appeal officer's final written determination may (1) uphold the Title IX Coordinator's dismissal, or (2) reverse the Title IX Coordinator's dismissal. If the dismissal is reversed, the Title IX Coordinator shall proceed with the process described in this policy, beginning with the filing of a formal complaint.

5.15.9 The appeal officer will issue the final written determination simultaneously to both parties providing a detailed rationale for the appeal officer's determination.

5.15.9.1 The appeal officer's final written determination is final; no further internal university reviews, appeals, or grievances are available to the parties.

POLICY HISTORY		
Date of Last Formal Review: March 27, 2025		
Due Date of Next Review: March 27, 2030		
Date of Last Action	**Action Taken**	**Authorizing Entity**
June 22, 2017	Limited Scope changes approved.	UVU Board of Trustees
March 2018	Non-substantive changes: • Policy 115 renumbered to 704 Policy 407 renumbered to 710	UVU Board of Trustees
November 29, 2018	Non-substantive changes: In sections 2.0 and 5.10.2, updated Policy 541 from *Student Rights and Responsibilities* to *Student Code of Conduct*.	UVU Policy Office
June 18, 2019	Temporary Emergency	UVU Board of Trustees

July 31, 2018	Non-substantive changes: Updated "Senior Vice President of Academic Affairs" to "Provost"	UVU Policy Office
March 25, 2020	Under a newly approved section of Policy 101 and due to the COVID-19 situation, all currently established Temporary Emergency policies have been extended six months beyond their original expiration date. This policy will now expire December 18, 2020.	UVU Board of Trustees
August 7, 2020	Revised, temporary emergency policy approved to address new Title IX regulations.	UVU Board of Trustees
June 24, 2021	Revised policy approved through the regular policy process.	UVU Board of Trustees
July 14, 2022	Policy revised through compliance change process.	UVU Office of General Counsel
November 14, 2023	Non-substantive changes: updated references; changed all instances of "human resources" to "People and Culture"	UVU Policy Office
November 14, 2023	Non-substantive changes: In section 5.2.3, changed "Respondents, complainants, and witnesses" to "Complainants, respondents, and witnesses"	UVU Policy Office
November 14, 2023	In section 5.5.2, changed "and adjudication of formal complaints." to "or adjudication of formal complaints"	UVU Policy Office
November 14, 2023	In section 4.11, changed "Title IX Office" to "Equity and Title IX Office."	UVU Policy Office
April 25, 2024	Compliance change, mandated by HB 414, Utah Legislature. Approved.	UVU President's Council
May 6, 2024	Compliance change ratified.	UVU Board of Trustees
March 27, 2025	Compliance change, mandated by Utah HB 261, the revocation of Executive Order 11246.	UVU President's Council
July 22, 2025	Non-substantive change to revise citation in section 5.7.2.2	UVU Policy Office
October 9, 2025	Approval of compliance change	UVU President's Council

*More information on the formal review can be found in Policy 101 section 4.7.3.

POLICY 162 EXECUTIVE SUMMARY

Policy Number and Title: 162 Title IX Sexual Harassment	
Date:	October 1, 2025
Sponsor:	Marilyn Meyer
Steward(s):	Melba Latu, Ashley Wilson
Policy Process:	Compliance Change
Policy Action:	Revision—Limited Scope
Policy Office Editor:	Miranda Christensen
Embedded Attorney:	Ashley Wilson

Issues/Concerns (including fiscal, legal, and compliance impact):
On June 23, 2025, the FBI published an updated *Uniform Crime Reporting (UCR) National Incident-Based Reporting System (NIBRS) User Manual*, updating verbiage from "Fondling" to "Criminal Sexual Contact" and broadening the definition.

Further review of the NIBRS definitions also revealed the re-classification of the offenses "Sodomy" and "Sexual Assault with an Object" under the broader category of "Rape," as well as discrepancies between UVU's current definition of "Rape" and the updated NIBRS language.

Because UCR offense definitions are incorporated into the Clery Act (20 USC § 1092(f)(6)(A)(v)), and Clery definitions in turn inform the current Title IX regulations (34 CFR § 106.30), these changes necessitate corresponding updates to Policy 162 to comply with Title IX.

Suggested Changes:

1. Revise Policy 162, section 3.16.4, by retaining the term "Fondling" but replacing the existing definition with the updated definition used in the NIBRS for "Criminal Sexual Contact":

   > "The intentional touching of the clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. The forced touching by the victim of the actor's clothed or unclothed body parts, without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation."

2. Remove the following subsections from section 3.16 (Sexual Assault) to reflect UCR reclassification of these offenses under "Rape":
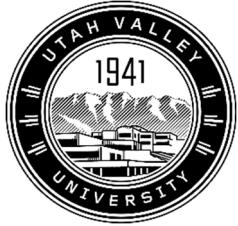
    a. 3.16.2 *Sodomy*
    b. 3.16.3 *Sexual assault with an object*
3. Amend subsection 3.16.1 *Rape* to include reference to oral penetration "by a sex-related object," consistent with the UCR definition.

Requested Approval from President's Council: Approval of Compliance Change

Proposed Drafting Committee: N/A

Target Date for Stage 1 Draft to Enter Stage 2: N/A

Target Date for Board of Trustees Review: 10/14/2025

DATE:	**October 14, 2025**
TITLE:	**Policy 165** *Harassment and Discrimination*
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Marilyn Meyer, VP of Digital Transformation
SUBJECT:	**Policy 165** *Harassment and Discrimination*
BACKGROUND:	A gap in current University policy limits stalking coverage to cases based on sex or other protected classes, conflicting with broader federal requirements under VAWA and the Clery Act. This creates legal and compliance risks. Proposed changes will explicitly prohibit all forms of stalking, regardless of motive, ensuring alignment with federal law and consistent institutional response.
ALTERNATIVES:	• **Approve** as presented, "I move to approve **Policy 165** *Harassment and Discrimination."* • **Amend** and approve, "I move to approve, as amended, **Policy 165** *Harassment and Discrimination*." • **No action**, "I move that we go to the next agenda item…"
FINANCIAL IMPACT:	
EXHIBITS:	a. **Policy 165** *Harassment and Discrimination*

1

Proposed Policy Number and Title:	**165 Discrimination and Harassment**
Current Policy Number and Title:	165 Discrimination and Harassment

Approval Process*		
☐ Regular	☐ Temporary	☒ Compliance Change
☐ New	☐ New	☐ New
☐ Revision	☐ Revision	☒ Revision—Limited Scope
☐ Revision—Limited Scope	☐ Revision—Limited Scope	☐ Deletion
☐ Deletion		

*See UVU Policy 101 *Policy Governing Policies* for process details.

Draft Number and Date:	COMPLIANCE CHANGE, August 25, 2025, Board of Trustees Review
President's Council Sponsor:	Marilyn Meyer
Policy Steward:	Ashley Wilson

POLICY APPROVAL PROCESS DATES		
REGULAR	**TEMPORARY**	**COMPLIANCE**
Drafting and Revision	**Drafting and Revision**	**President's Council Approval**
Entrance Date: N/A	Entrance Date: N/A	Approval Date: 9/25/25
University Entities Review	**Board of Trustees Review**	**Board of Trustees Ratification**
Entrance Date: N/A	Entrance Date: N/A	Ratification Date:
Close Feedback: N/A	Approval Date: N/A	
Board of Trustees Review		
Entrance Date: N/A		
Approval Date: N/A		

Policy 165 *Discrimination and Harassment*

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POLICY TITLE	Discrimination and Harassment	Policy Number	165
Section	Governance, Organization, and General Information	Approval Date	March 27, 2025
Subsection	Individual Rights	Effective Date	March 27, 2025
Responsible Office	Office of the Vice President of People and Culture	Last Review	March 27, 2025

1.0 PURPOSE

1.1 Utah Valley University is committed to maintaining a respectful and safe environment for its students, faculty, staff, and visitors. This policy defines and prohibits all forms of unlawful discrimination, harassment, and retaliation, with the exception for Title IX sex discrimination, sexual harassment, and retaliation, which is defined and prohibited by UVU Policy 162 *Title IX Sexual Harassment*. Procedures for handling reports and complaints related to Title IX sexual harassment are outlined separately and exclusively in UVU Policy 162 *Title IX Sexual Harassment*. In addition, this policy includes a provision prohibiting stalking that is not based on a protected class, consistent with federal obligations under the Clery Act and Violence Against Women Act (VAWA). This policy establishes expectations for university community members and campus visitors; details how to report a violation of this policy; and outlines investigation, disciplinary, and due process procedures for addressing reported violations of this policy.

2.0 REFERENCES

2.1 *Americans with Disabilities Act of 1990,* 42 U.S.C. § 12101 (1990) (as amended by Pub. L. No. 101-336, 104 stat. 327)

2.2 Title VII of the *Civil Rights Act of 1964* (Title VII), 42 U.S.C. § 2000e (1964)

2.3 Title IV of the *Higher Education Amendments Act of 1972* (Title IV) 20 U.S.C. § 1681 (1972)

2.4 Title VI of the *Higher Education Amendments Act of 1972* (Title VI) 20 U.S.C. § 1681 (1972)

2.5 *Jeanne Clery Campus Safety Act (Clery Act)*, 20 U.S.C. § 1092(f) (1990)

2.6 *Rehabilitation Act of 1973*, 29 U.S.C. § 504 (1973)

2.5~~2.7 *Violence against Women Act (VAWA)*, 34 U.S.C. § 12291 (1994)

~~2.6~~2.8 *Campus Individual Rights Act,* Utah Code § 53B-27-4

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2.72.9 *Campus Individual Rights Act,* Utah Code § 53B-27-601, 1–7

2.82.10 *Government Records Access and Management Act* (*GRAMA*), Utah Code § 63G-2-101 (2008)

2.92.11 Utah Board of Higher Education Policy R254 *Secure Area Hearing Rooms*

2.102.12 Utah Board of Higher Education Policy R256 *Student Disciplinary Processes*

2.112.13 Utah Board of Higher Education Policy R842 *Restrictions on Faculty/Staff Relationships with Students*

2.122.14 UVU Policy 161 *Freedom of Speech*

2.132.15 UVU Policy 162 *Title IX Sexual Harassment*

2.142.16 UVU Policy 168 *Whistleblower Anti-Retaliation*

2.152.17 UVU Policy 361 *Leave of Absence*

2.162.18 UVU Policy 541 *Student Code of Conduct*

2.172.19 UVU Policy 601 *Classroom Instruction and Management*

3.0 DEFINITIONS

3.1 Complainant, victim, or alleged victim: For the purposes of this policy, an individual who has allegedly experienced protected-class discrimination, harassment, or retaliation in violation of university policy. The University may also be a complainant. Use of these terms does not imply that a finding of protected-class discrimination, harassment, or retaliation is assumed or made before an investigation has been completed.

3.2 Discrimination: For purposes of this policy, treating someone differently on the basis of their inclusion (or perceived inclusion) in one or more protected classes when (1) that conduct adversely affects a term or condition of employment (e.g., compensation, benefits, duties, position classification, etc.), education, or participation in a UVU program, activity, or service; or (2) a person's membership in a protected class serves as the basis or motivating factor in a decision adversely affecting the terms or conditions of employment, education, or participation in a UVU program, activity, or service.

3.3 Director: Director of Equity and Title IX/Title IX Coordinator.

3.4 Formal complaint: A document submitted by a complainant (or, in certain circumstances, initiated by the Director) alleging protected-class discrimination, harassment, or retaliation

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against a respondent and requesting that the University investigate the allegation. This document may be a physical document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the University) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.

3.5 Good faith: An honest belief and purpose; absence of fraudulent or deceptive intent.

3.6 Harassment: Any unwelcome verbal, physical, written, electronic, or non-verbal conduct (whether directly, indirectly, or through a third party) based on that person's inclusion in one or more protected classes that is sufficiently severe, persistent, or pervasive to alter the conditions of employment of an employee or to limit, interfere with, or deny educational benefits or opportunities of a student, from both a subjective and objective viewpoint based on a totality of the circumstances. The circumstances establishing potential harassment may include the frequency and severity of the conduct, whether the conduct was physically threatening or humiliating, the effect of the conduct on the individual's mental or emotional state, whether the conduct was directed at more than one person, whether the conduct arose in the context of other discriminatory conduct, and whether the speech or conduct deserves the protections of academic freedom or the First Amendment.

3.6.1 Consistent with Utah Code section 53B-27-4, this policy does not cover student-on-student nonphysical harassment on the basis of sex. Such harassment is covered exclusively by Policy 162 *Title IX Sexual Harassment*.

3.7 Party: Complainant or respondent.

3.8 Preponderance of the evidence: The evidentiary standard used during a discrimination, harassment, retaliation investigation/review to determine if the allegations occurred and if a university policy violation has occurred. Preponderance of evidence means it is more likely than not, or more than 50 percent in favor, that the alleged policy violation occurred.

3.9 Protected activity: Opposing or reporting any violation of this policy, or participating in any manner in an investigation, hearing, or any proceeding under this policy.

3.10 Protected classes: Race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, age (40 and over), disability, veteran status, pregnancy, childbirth, or pregnancy-related conditions, genetic information, or other bases protected by applicable law.

3.11 Respondent: For the purposes of this policy, the individual against whom an alleged complaint of protected-class discrimination, harassment, or retaliation in violation of university policy has been made. Use of these terms does not imply that a finding of protected-class discrimination, harassment, or retaliation is assumed or made before an investigation has been completed.

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3.12 Retaliation: For the purposes of this policy, an action, performed directly or through others, that is aimed to dissuade a reasonable person from engaging in a protected activity or is done in retribution for engaging in a protected activity. Action in response to a protected activity is not retaliatory unless (1) it has a materially adverse effect on the working, academic, or other university-related environment of an individual; and (2) it would not have occurred in the absence of (but for) the protected activity. Examples of protected activities include reporting (internally or externally) a complaint of protected-class discrimination or harassment in good faith, assisting others in making such a report, or honestly participating as an investigator, witness, decision maker, or otherwise assisting, in an investigation or proceeding related to suspected protected-class discrimination or harassment.

3.13 Sexual conduct: As defined in Utah Board of Higher Education Policy R842 *Restrictions on Faculty/Staff Relationships with Students*, any sexual relationship or the sharing of any sexually explicit or lewd communication, image, or photograph. Sharing sexually explicit or lewd communication, image, or photograph does not include any communication, image, or photograph that a faculty member shares with students as part of a legitimate academic exercise.

3.14 Sincerely held religious beliefs and practices: Sincerely held religious beliefs and practices include not only traditional, organized religions such as Christianity, Judaism, Islam, Hinduism, and Buddhism, but also religious beliefs that are new, uncommon, not part of a formal church or sect, or only subscribed to by a small number of people. Religious beliefs include theistic beliefs (i.e., those that include a belief in God) as well as non-theistic moral or ethical beliefs as to what is right and wrong that are sincerely held with the strength of traditional religious views. Beliefs are not "sincerely held religious beliefs" merely because they are strongly held. Rather, religious beliefs typically concern "ultimate ideas" about life, purpose, and death. Social, political, or economic philosophies, as well as mere personal preferences, are not "religious" beliefs. Religious practices include, for example, attending worship services, praying, wearing religious garb or symbols, displaying religious objects, adhering to certain dietary rules, proselytizing, or other forms of religious expression, or refraining from certain activities. Whether a practice is religious depends on the individual's motivation. The same practice might be engaged in by one person for religious reasons and by another person for purely secular reasons (e.g., dietary restrictions, tattoos, etc.). Social, political, or economic philosophies, or personal preferences, are not "religious" beliefs.

3.15 Stalking (n~~N~~on-d~~D~~iscriminatory b~~B~~asis): Engaging in a course of conduct directed at a specific person that would cause a reasonable person to~~:~~ (1) fear for their safety or the safety of others~~;~~ or (2) suffer substantial emotional distress.

~~3.15~~3.16 **Supportive measures:** Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge, to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to UVU's education program or activity without unreasonably burdening the other party, including measures

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designed to protect the safety of all parties or the University's educational environment, or deter harassment. Supportive measures may include counseling; extensions of deadlines or other course-related adjustments; modifications of work or class schedules; campus escort services; mutual restrictions on contact between the parties; changes in work or housing locations; leaves of absence; increased security and monitoring of certain areas of the campus; and other similar measures.

4.0 POLICY

4.1 Scope of Policy

4.1.1 This policy applies to all persons employed by or affiliated with Utah Valley University in any way and persons participating in any university program or activity, including but not limited to trustees, administrators, faculty, staff, students, independent contractors, volunteers, and guests or visitors (sometimes referred to as "third parties") to a university campus or any property owned or leased by the University.

4.2 Policy Statement

4.2.1 The University prohibits all forms of protected-class discrimination, harassment, and retaliation that violate Title VII of the *Civil Rights Act of 1964* (Title VII), Title IV of the *Higher Education Amendments Act of 1972* (Title IV)*,* Title VI of the *Higher Education Amendments Act of 1972* (Title VI), or related applicable laws. The University shall respond promptly and effectively to reports of protected-class discrimination, harassment, and retaliation and shall take appropriate action to stop and prevent the recurrence of such conduct on the complainant and/or the university community. The University also prohibits stalking that is not based on a protected class, consistent with federal obligations under the *Jeanne Clery Campus Safety Act* (Clery Act) and the *Violence Against Women Act* (VAWA).

4.2.2 The University affirmatively endeavors to provide equal opportunity consistent with applicable law in all recruitment, admissions, and employment-related activities, procedures, and decisions. Administrators, faculty, staff, or students exercising recruitment, admissions, or employment-related management responsibilities are required to take vigorous and appropriate action to ensure that all university practices and decisions for which they are responsible are made without prohibited discrimination, harassment, or retaliation.

4.2.3 All employment-related practices and decisions shall be instituted and administered in a fair and equitable manner, using only legally valid, job-related criteria and standards, including but not limited to experience, training, education, skills, and potential for successful job performance.

4.2.4 The University endeavors to provide reasonable accommodations and to ensure equal access to qualified university job applicants, employees, or students with disabilities, to those

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with sincerely held religious beliefs, and to those who are pregnant or who have pregnancy-related conditions, who are requesting accommodations, unless doing so would create an undue hardship on the University and/or compromise legitimate academic or technical standards, course objectives, or educational goals. The University also complies with applicable law in providing military leave and other exceptions to qualifying employees and students.

4.2.5 Nothing in the policy shall be construed in a manner that impinges on the rights or privileges of individuals protected by the U.S. Constitution, including their protected free speech rights, as set forth in UVU Policy 161 *Freedom of Speech*.

4.2.6 Nothing in this policy shall be interpreted to alter the status of employees who are otherwise at will.

4.3 Relationship to Policy 162 and Other Policies

4.3.1 Policy 162 *Title IX Sexual Harassment* defines and prohibits sex discrimination, sexual harassment, and retaliation, which relate to this policy in the following ways:

4.3.1.1 *Sex discrimination*—Complaints of sex discrimination (other than sexual harassment as defined by Policy 162 *Title IX Sexual Harassment*) will be handled in accordance with the procedures outlined in this policy.

4.3.1.2 *Sexual harassment*—Complaints of sexual harassment as defined in Policy 162 *Title IX Sexual Harassment* will be handled in accordance with and exclusively governed by the procedures outlined in Policy 162. When, in the Title IX Coordinator's judgment, allegations of sexual harassment may also constitute sex-based harassment as defined in this policy, the complaint will be handled in accordance with the procedures in Policy 162.

4.4 *Retaliation*—Complaints of retaliation, as described in Policy 162 *Title IX Sexual Harassment* will be handled in accordance with the procedures in this policy.

4.4.1 With the exception of sexual harassment as defined in Policy 162, to the extent that any other university policies address protected-class discrimination, harassment, or retaliation, this policy and its procedures govern.

4.5 The President of the University, or designee, shall appoint a Director of Equity and Title IX. The Director oversees the Equity and Title IX Office and serves as the university's Title IX Coordinator. The Director is responsible for providing training and education on discrimination and harassment to the university community. Additionally, the Director oversees the receipt and investigation of reports and complaints of discrimination, harassment, and retaliation in accordance with this policy and applicable laws.

4.6 Prohibited Conduct

4.6.1 Violations of this policy include acts of protected-class discrimination, harassment, and retaliation within the meaning of Title VII of the *Civil Rights Act of 1964*, Title IV and Title VI of the *Higher Education Amendments Act of 1972*, and related applicable laws.

4.6.14.6.2 Violations of this policy include stalking, as defined in [section 3.15] and in accordance with the *Jeanne Clery Campus Safety Act* (Clery Act) and the *Violence Against Women Act* (VAWA).

4.6.24.6.3 The University shall respond promptly and effectively to reports of protected-class discrimination, harassment, and retaliation and shall take appropriate action to stop and prevent the recurrence of such conduct on the complainant and/or the university community.

4.6.34.6.4 The University shall take steps to prevent retaliation and shall take strong, responsive action to threats or acts of retaliation.

4.6.5 The University may discipline any person who is found to have violated this policy, up to and including termination of employment and/or expulsion from the University.

4.6.4

4.7 Sexual Conduct with Subordinate Employees or Students

4.7.1 UVU prohibits employees from engaging in sexual conduct with subordinate employees or subordinate students amid the potential for the abuse of power. Reports of such conduct will be handled in accordance with the procedures under this policy.

4.7.2 A subordinate student is an applicant for admission or currently enrolled student whose access to education programs and activities could be impacted or influenced by the employee.

4.8 Training

4.8.1 The University trains the Equity and Title IX Director, Deputy Coordinator(s), investigators, hearing panelists, and any person who facilitates an informal resolution process on the relevant policy definitions, how to conduct the procedures outlined in this policy (including live hearings, appeals, and informal resolution processes), and how to serve impartially (including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias). The University will also train adjudicators, hearing officers, and appellate hearing officers on relevant evidence and nonrelevant, nonprobative evidence.

4.8.2 The University trains hearing panelists on evidentiary standards, hearing procedures, and how to determine issues of relevance for questions and evidence.

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4.8.3 The University trains investigators on issues of relevance and bias to ensure investigative reports fairly summarizes relevant evidence.

4.8.4 The University ensures that training materials do not rely on sex, race, religious, or other stereotypes and will promote impartial investigations and resolutions.

4.9 Fair Investigations and Proceedings

4.9.1 The University shall provide prompt, fair, and impartial investigations and disciplinary proceedings. During these proceedings, both the complainant and the respondent shall be provided equitable rights, opportunities, and supports, as outlined in these procedures.

5.0 PROCEDURES

5.1 Scope and Applicability of Procedures

5.1.1 All complaints of protected-class discrimination, retaliation, and harassment (other than Title IX sexual harassment, which is addressed separately in Policy 162 *Title IX Sexual Harassment*) are subject to the procedures in this policy. Unless the alleged misconduct also violates additional university policies, other university policies and procedures do not apply to protected-class discrimination, harassment, and retaliation reports, processes, and proceedings. All reported misconduct not involving protected-class discrimination, harassment, and retaliation shall be addressed through the procedures outlined in other university policies.

5.1.2 Reports of protected-class discrimination, harassment, or retaliation made after the fact are governed by the policy in place at the time of the alleged misconduct.

5.2 General Principles

5.2.1 Complainants, respondents, and witnesses shall be treated equitably and with respect throughout the proceedings.

5.2.2 The University will evaluate all relevant evidence objectively and determine credibility without respect to a person's status as complainant, respondent, or witness.

5.2.3 Respondents, complainants, and witnesses shall not knowingly make materially false allegations or statements or knowingly submit materially false information. However, a determination regarding responsibility alone is not sufficient to conclude that any individual proffered a material falsehood.

5.3 Complainants, respondents, and other participants may at any time request accommodations under the *Americans with Disabilities Act* (*ADA*) through the Director, who will refer the request to the appropriate ADA coordinator and then implement approved accommodations.

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5.3.1 The University may proceed with the investigation and review hearing processes in a timely manner without the complainant or respondent if that party fails to respond or declines to participate.

5.4 Requesting Accommodations

5.4.1 Requests for disability accommodations will proceed according to UVU Policy 152 *Accommodations for Individuals with Disabilities.*

5.4.2 Requests for leave related to military service will proceed according to UVU Policy 361 *Leave of Absence.*

5.4.3 Student requests for religious accommodations will proceed according to Policy 601 *Classroom Instruction and Management*. Employee requests for religious accommodations should be directed to the Accommodations Coordinator in Human Resources. The University must accommodate sincerely held religious beliefs or practices unless the accommodation would impose an undue hardship (more than a minimal burden on university operations). Supervisors who receive religious accommodation requests from their employees must promptly report such requests to Accommodations Coordinator in Human Resources, who shall manage the accommodations process with the employee.

5.4.4 Student requests for accommodations due to pregnancy, childbirth, or pregnancy-related conditions should be directed to the Office of Accessibility Services. Employee requests for accommodations due to pregnancy, childbirth, or pregnancy-related conditions should be directed to the Accommodations Coordinator in Human Resources. Supervisors who receive such accommodation requests from their employees must promptly report such requests to the Accommodations Coordinator in Human Resources.

5.5 Reporting

5.5.1 How to Report

5.5.1.1 Any person may report protected-class discrimination, harassment, or retaliation (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute protected-class discrimination, harassment, or retaliation) to the Equity and Title IX Office using any of the following methods:

1) In person at Browning Administration Building, Suite 203, 800 W. University Parkway, Orem, UT 84058 (M–F, 8 a.m. to 5 p.m.);

2) By mail Utah Valley University, MS 272, 800 W. University Parkway, Orem, UT 84058 (anytime);

3) By telephone at 801-863-7999 (anytime);

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4) By e-mail at TitleIX@uvu.edu (anytime);

5) Online, anonymously or self-identified, at https://www.uvu.edu/equityandtitleix/ (anytime); or

6) By any other means that results in the Director receiving the person's oral or written report.

5.5.2 Who Must Report

5.5.2.1 Employees who receive a complaint of any type of protected-class discrimination, harassment, or retaliation, or who otherwise witness or become aware of such conduct, must promptly report such issues to the Equity and Title IX Office within 24 hours of the incident or learning of the incident using any of the contact methods listed above in section 5.5.1.

5.5.3 Who Must Not Report

5.5.3.1 Licensed mental health counselors, clergy, and medical professionals working within the scope of their license generally may not report incidents except with written consent from the client or patient, or in instances of imminent danger, or when the victim is a minor or vulnerable adult, or otherwise required by law.

5.6 Confidentiality

5.6.1 University employees participating in any capacity other than as complainant or respondent in the process described in this policy must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the University's ability to provide the supportive measures.

5.6.2 University employees participating in any capacity other than as complainant or respondent in the process described in this policy must keep confidential (1) the identity of any individual who has made a report or complaint of a violation of this policy; (2) any complainant; (3) any individual who has been reported to be the perpetrator of a violation of this policy; (4) any respondent; (5) and any witness; except as may be permitted by the federal *Family Educational Rights and Privacy Act* (*FERPA*); or as required by the *Utah Government Records and Management Act* (*GRAMA*), the federal *Health Information Portability and Accountability Act* (*HIPAA*), or other law; or on a need-to-know basis to carry out the purposes of federal civil rights laws or university operations.

5.6.3 All records created or maintained pursuant to the process described in this policy are classified as protected under *GRAMA*.

5.6.4 Any evidence presented in a proceeding is confidential and may not be

5.6.4.1 used as evidence in a subsequent proceeding, or

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5.6.4.2 used or disclosed to a third party for any other purpose other than the proceeding.

5.6.5 The University will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence. However,

1) Retaliation is prohibited. Attempts to alter or prevent a witness's or party's testimony are forms of prohibited retaliation and potentially criminal conduct under Utah Code section 76-8-508.

2) Parties may be directed to cease communications with one another (i.e., a "no-contact directive").

3) Parties' communications remain subject to state laws protecting against defamation and tortious invasions of privacy, such as intrusion upon seclusion, publication of private facts, and false light claims.

5.7 Support Person/Advisor

5.7.1 Each party may choose to be accompanied by an advisor (who may be, but is not required to be, an attorney) to any related meeting or proceeding. During the investigation, the advisor may not disrupt meetings or other proceedings or communicate on behalf of the party. The advisor is limited to listening and quietly conferring with the party. If an advisor is disruptive even after warning, the investigator may exclude the advisor from the meeting or reschedule the meeting. In cases of extreme or repeated disruptions, an advisor may be excluded for the duration of the investigation and hearing and the party may choose an alternate advisor. During hearings, an advisor may exercise a more active role, as described in the procedures below.

5.7.1.1 Before initially interviewing a respondent, the investigator or representative of the Equity and Title IX Office shall notify the respondent of the allegations against them and of their option to have a support person/advisor throughout the process. This notice may be verbal and may be given immediately before the interview. If a respondent wishes to seek counsel from a support person/advisor, the University shall reschedule the interview, giving the respondent reasonable time to obtain a support person/advisor.

5.7.2 The University may set reasonable deadlines and move forward with processes regardless of whether a party and/or a party's support person/advisor is able to accommodate those deadlines.

5.7.3 An individual may not serve as a support person/advisor if they are a minor or have a conflict of interest. For purposes of this policy, conflicted individuals include those who are potential witnesses to the events underlying the complaint; subordinate employees or students; supervising employees; or anyone participating in the proceedings in a decision-making or investigative capacity. Parties are cautioned against choosing as a support person/advisor a

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spouse, parent, or other individual with whom the party would feel reluctant to discuss embarrassing or sensitive matters.

5.7.4 Support persons/advisors must be willing to agree to maintain confidentiality throughout the investigation and hearing processes.

5.8 Preliminary Review of Reports

5.8.1 Response to Reports

5.8.1.1 Upon receiving a report of discrimination, harassment, or retaliation, the Director or designee shall promptly contact the complainant to (1) discuss the availability of supportive measures; (2) consider the complainant's wishes with respect to supportive measures; (3) inform the complainant of the availability of supportive measures with or without the filing of a formal complaint; and (4) explain the appropriate processes for formal complaints.

5.8.2 Clery Reporting

5.8.2.1 The Director or designee shall assess the reported conduct for any Clery obligations in coordination with appropriate personnel, including issuance of a timely warning and reports to campus or local law enforcement when necessary.

5.8.3 Safety Removal

5.8.3.1 The Dean of Students may remove a student respondent from all or part of the University's education programs or activities on an emergency, nondisciplinary basis, provided that the UVU Behavior Assessment Team (1) undertakes an individualized safety and risk analysis; (2) determines an immediate threat to the physical health or safety of any student, employee, or other individual arising from the allegations of sexual harassment justifies removal; and (3) provides the respondent with notice and an opportunity to challenge the determination immediately following the removal.

5.8.3.2 A supervising executive (such as the President, Provost, vice president, dean, or associate vice president over the employee's primary university division), in consultation with Human Resources and the Office of General Counsel, may place an employee on nondisciplinary leave or establish restrictions on workplace locations or duties to mitigate identified risks. The restrictions on workplace locations and duties must be as limited in scope (particular buildings, offices, or contact from specific persons) as practicable to sufficiently mitigate the identified risks. Any decision to put an employee on leave or impose restrictions shall be based on an individualized determination in consideration of the best available evidence that the employee (1) poses a credible, substantial risk of harm to individuals within the University or to the university community as a whole; or (2) poses a credible, substantial risk of impeding the lawful activities, the educational processes, or the proper activities or functions of other members of the university community.

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5.8.4 Dismissal of the Complaint

5.8.4.1 The Director may, at any time, dismiss a report or formal complaint or otherwise decline to informally resolve or start or continue an investigation, if

1) The alleged conduct would not constitute a policy violation even if proved;

2) The alleged conduct is so implausible or unsupported by fact as to lack reasonable cause to believe a policy violation occurred;

3) The alleged conduct did not occur in the University's education programs, activities, or workplace, or does not have discriminatory effects in the University's programs, activities, or workplace;

4) A complainant notifies the Director or designee in writing that the complainant wants to withdraw their formal complaint or any allegations therein, or otherwise declines to participate;

5) The respondent is no longer enrolled at or employed by the University;

6) Specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to responsibility for the alleged conduct; or

7) A report or formal complaint is filed more than 365 calendar days after the last alleged policy violation.

5.8.4.2 The Director or designee shall promptly notify the parties in writing of any dismissal of formal complaints.

5.8.4.3 Such dismissals are final; no further internal reviews, appeals, or grievances are available to the parties under this policy.

5.9 Informal Resolution

5.9.1 Because each case is different, the Director or designee shall tailor each resolution to the specific facts of the case, including determining whether reports of protected-class discrimination, harassment, or retaliation are appropriate for informal resolution, mediation, or require an investigation.

5.9.2 Informal resolution is encouraged to resolve concerns at the earliest stage possible. Participation in the informal resolution process is voluntary; the University shall not compel either party to engage in informal resolution. Informal resolution may be appropriate for responding to anonymous and/or third-party reports, or when the allegations do not rise to the level of a policy violation. Informal resolution may be inappropriate when one or both of the parties are reluctant to participate in good faith.

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5.9.3 Informal resolution may include an inquiry into the facts but typically does not include an investigation. Informal resolution is flexible and includes options such as mediating an agreement between the parties, separating the parties, referring the parties to counseling programs, negotiating an agreement for disciplinary action, conducting targeted preventive educational and training programs, or providing remedies for the individual harmed by the offense. Informal resolution also includes options such as discussions with the parties, making recommendations for resolution, and conducting a follow-up review after a period of time to ensure that the resolution has resolved concerns effectively.

5.9.4 After concluding informal resolution of a complaint, the Director or designee shall notify the parties in writing of the resolution.

5.9.5 Participation in informal resolution does not prohibit either party from terminating informal resolution and/or requesting an investigation at any point during the informal resolution process. The determination about whether or not to proceed to formal investigation is at the discretion of the Director based on the details of complaint. Where a report was closed after informal resolution, the matter may later be reopened at the discretion of the Director or designee when requested by the complainant and/or if the Director or designee determines there is good cause to do so.

5.10 Formal Investigation

5.10.1 If the Director or designee determines an investigation is necessary, the Equity and Title IX Office shall conduct a thorough, reliable, and impartial internal administrative investigation by interviewing witnesses, collecting documentary evidence, and preparing a written report of findings. The purpose of the investigation is to determine whether a preponderance of the evidence supports each alleged violation of this policy. The University reserves the right to engage an outside investigator to conduct the investigation if it is determined there is a conflict of interest or other compelling reason to do so.

5.10.2 The Director shall assign the investigator(s), except in cases where the Director or others involved in the investigation have a conflict of interest, in which case a neutral internal or external impartial investigator(s) may be selected to conduct the investigation.

5.10.3 When proceeding to a formal investigation, the investigator shall ask the complainant to submit a formal complaint by providing written allegations, including a concise statement describing the incident, a request for investigation, and a proposed resolution.

5.10.4 In cases where a complainant is anonymous or does not want to pursue an investigation, the Director or designee shall inform the complainant that the University's ability to investigate and/or remediate may be limited. The Director may initiate an investigation without formal request or complaint, if necessary, to ensure a safe and nondiscriminatory education and workplace. The Director may consider a variety of factors, including a pattern of alleged

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misconduct by the particular respondent, in deciding whether to independently initiate an investigation.

5.10.5 Notice of Allegations

5.10.5.1 Upon a determination to proceed to formal investigation, the Director or designee shall provide the following written notice to all known parties:

1) The University's procedures as outlined in this policy, including options for informal resolution.

2) The allegations potentially violating this policy (or UVU Policy 162 *Title IX Sexual Harassment* in the case of sex discrimination and retaliation), including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the reported incident, if known; the conduct allegedly constituting a policy violation; and the date and location of the alleged incident, if known.

3) A statement that the respondent is presumed not responsible for the alleged violation and that this presumption of innocence remains in effect until either the respondent acknowledges the alleged violation or upon the conclusion of the grievance process, at which time all elements of the alleged violation must be established by the University.

4) A notice that in accordance with section 5.7 of this policy, parties may have an advisor at related meetings, investigative interviews, and hearings.

5) A statement that knowingly making false statements or knowingly submitting false information is prohibited by this policy.

5.10.5.2 The Director or designee must provide each party with written notice of these rights as soon as practicable but no later than seven days before a hearing that pertains to the party.

5.10.5.3 The respondent may prepare and submit a responsive written statement to admit or deny the allegations, provide an explanation why any conduct was not a violation of the policy, provide corroborating evidence, list potential witnesses, and comment on the appropriateness of the complainant's proposed resolution.

5.10.5.4 If, at any point during the investigation, the investigator determines a need to investigate allegations not included in the notice of allegations provided pursuant to this section, the Director or designee must provide notice of the additional allegations to all known parties.

5.10.5.5 At any point after receiving a report or formal complaint, or upon discovery during the investigation, the Director may refer any potential violations of other policies to the appropriate office for resolution.

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5.10.6 Investigation Standards

1) Parties can expect respectful treatment and prompt and equitable resolution of allegations of prohibited protected-class discrimination, harassment, and retaliation.

2) The University will not restrict the ability of either party to discuss the allegations under investigation, to gather and present relevant evidence, or to seek support from trusted confidants, family, or mental health or legal professionals. However,

3) Parties and witnesses shall refrain from retaliating against any person for making a good faith report of protected-class discrimination, harassment, and retaliation or participating in any proceeding under this policy.

4) Parties will have reasonable options for supportive measures made available and be given the opportunity to request modifications necessary for safety. Interference with a supportive measure may be considered retaliation and a separate violation of this policy.

5) Parties shall have reasonable time to prepare responses permitted under this policy and shall be given timely and equal access to allegations with the opportunity to respond to information that will be used in any disciplinary proceeding.

6) Parties shall have the opportunity to offer information, present evidence, and identify witnesses during an investigation.

7) Parties shall be given timely notice of meetings where their presence is necessary.

8) Parties and administrators with a need to know shall receive regular updates on the status of any proceedings.

9) Parties shall have the opportunity to articulate concerns or issues about proceedings under this policy. Any party who believes there is bias or conflict of interest may submit a written request to remove the person from the process to the Director. The written request should include the specific rationale as to why the requestor believes the bias or conflict could materially impact the outcome.

10) Parties and witnesses are expected to cooperate with and participate in the University's investigation in good faith. If either party fails to participate in good faith, the investigator(s) may make findings without the response of that party.

11) The investigation shall be completed and the final investigation report provided to the sanctioning officials as promptly as possible. Though the University strives to resolve all cases in a prompt and timely manner, the timeline for a case may be affected by breaks in the academic calendar, availability of the parties and witnesses (including due to leaves of absence), scope of the investigation, need for supportive measures, and unforeseen or exigent circumstances.

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5.10.7 Concluding the Investigation

5.10.7.1 Upon conclusion of the investigation, the investigator(s) shall prepare a draft investigative report that contains a statement of the allegations, the positions/responses of each party, a summary of relevant evidence and material witnesses that the investigator(s) relied on, factual findings, and a determination of responsibility.

1) A determination of "not responsible" means that the investigator has determined that, based on a preponderance of the evidence, there is insufficient evidence to conclude that the alleged policy violation occurred.

2) A determination of "responsible" means that the investigator has determined based on a preponderance of the evidence, that the alleged policy violation occurred.

5.10.7.2 Before the draft investigative report is finalized, the investigator(s) will give each party equal opportunity to review, the report and any evidence (whether inculpatory or exculpatory) obtained as part of the investigation and directly related to the allegations, including evidence upon which the University does not intend to rely in reaching a determination of responsibility. Access to the evidence will be provided for a sufficient duration of time to allow each party to meaningfully respond to the evidence before the completion of the final investigative report.

5.10.7.3 The parties may submit a written response or information to the investigator(s) within 5 business days of the date of the notice of the opportunity to review the draft investigative report and evidence. This is the parties' final opportunity to submit any additional information or witnesses. In the absence of good cause, the investigator(s) shall not consider information available or discoverable through due diligence that is not provided to the investigator(s) at this juncture.

5.10.7.4 The investigator(s) shall consider any written response, information, or evidence provided by the parties, and conduct any further fact-finding or revisions to the investigative report deemed necessary by the investigator to reach a thorough and impartial conclusion.

5.10.7.5 After the findings are sent to both parties, the Director will promptly forward the written findings to the sanctioning official.

5.10.7.6 The final investigative report shall be submitted to the sanctioning official designated below with authority to implement actions and/or discipline necessary to resolve the complaint (unless a conflict of interest exists, in which case the next-level supervisor or their designee will assign an alternate sanctioning official).

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Respondent's Affiliation with the University	Sanctioning Official
Student	Designated Student Conduct administrator within the Dean of Students Office
Faculty member	The dean or dean's designee of the faculty member's college (in consultation with the Deputy Provost)
Staff member	Supervising executive
Executive or direct report of the University President	University President or designee
Contractor, vendor, visitor, volunteers, etc.	Supervising executive, or the Vice President of Planning, Budget and Finance or designee

5.10.7.7 The final investigative report may be used as evidence in other related proceedings, such as subsequent complaints, disciplinary actions, and/or hearings or appeals.

5.11 Sanctions and Remedies

5.11.1 Within 10 business days of receiving the final investigation report, the sanctioning official shall determine, based on the investigative findings, the appropriate sanctions and remedies, including offering remedies to the complainant and/or university community, implementing changes in programs and activities, providing training, and the imposition of any disciplinary sanctions. In consultation with the Director and the Office of General Counsel, and with People and Culture (when the respondent is an employee), the sanctioning official shall ensure sanctions and remedies are appropriate to end the prohibited conduct and to prevent further violation of this policy. In determining the appropriate sanction(s), the sanctioning official (and the executive university administrator and review panel, should there be a review hearing) shall be guided by the following considerations:

1) The severity, persistence, or pervasiveness of the misconduct;

2) The impact of the misconduct on the complainant;

3) The impact or implications of the misconduct on the university community;

4) Established prior misconduct by the respondent, including the respondent's relevant prior disciplinary history;

5) Whether the respondent has accepted responsibility for the misconduct;

6) The maintenance of a safe, nondiscriminatory, and respectful working and learning environment; and

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7) Any other mitigating, aggravating, or compelling factors.

5.11.2 Possible sanctions for being found responsible for conduct adjudicated under this policy include the following:

1) *Employees*—Possible sanctions against employees for violations of this policy include verbal counseling, written warning, probation, reassignment, transfer, demotion, reduction in pay, suspension without pay, and termination of employment.

2) *Students*—Possible sanctions against students for violations of this policy include those described in UVU Policy 541 *Student Code of Conduct,* such as fines, restitution, suspension, warning, probation, expulsion, withholding diploma, revocation of degree, discretionary sanction, notation on the student's transcript, and organizational sanction.

3) *Vendors/Contractors/Visitors/Volunteer*s—Possible sanctions against vendors or visitors to campus who are neither students nor employees of the University for violations of this policy include banning the vendors/visitors from all or part(s) of the University and/or ending business relationships with the vendors.

5.11.2.1 In addition to the above sanctions, the University may issue an order of no trespassing on campus and/or in UVU programs, services, and activities.

5.11.3 Remedies may also be provided to the complainant to restore or preserve equal access to the University's education programs or activities. These remedies may include adjustments to academic or work arrangements or assignments, access to counseling services, academic support, campus restrictions, climate assessments, educational training, or other appropriate measures.

5.11.4 The sanctioning official shall send to both parties a written notice of the investigation outcome, which shall include the following:

1) The final determination of responsibility or non-responsibility for policy violation;

2) The procedures for seeking an internal review/appeal of the outcome; and

3) Any sanctions and remedies determined by the sanctioning official. However, the sanctioning official, in consultation with the Director or designee, may choose not to disclose the sanctions to other parties, and shall not disclose the discipline imposed on a student respondent, except under the following circumstances:

a) The discipline directly affects the other party, such as when the student respondent is ordered to stay away from the other party, an employee is transferred to another job site, class, or is suspended or dismissed from the University; or

b) The student respondent gives their written permission to disclose the discipline.

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5.12 Review Hearing

5.12.1 Any party may request a review hearing on the findings, sanctions, and/or remedies by submitting a request in writing to the Director within 5 business days from the date the outcome notice is sent. Failure to file a timely written request for a hearing shall constitute a waiver of the right to a hearing and any appeal rights. If there is no request for a hearing, the investigative findings and any sanctions shall become final and binding. A request for review hearing may be withdrawn by the requester at any time without prejudice.

5.12.2 Upon receipt of a written request for review hearing, the Director or designee shall provide the party not requesting the review hearing a copy of the request and invite that responding party to submit a written response. The Director, designee, or investigator may also provide a written response to the written request for review.

5.12.3 After submitting the written request identified in section 5.12.1, and before the formation of a review panel under section 5.12.4, the requesting party must meet with the Director or designee for a pre-review meeting. In this meeting, the Director or designee will explain the review hearing process and provide access to evidence and records available for the review hearing.

5.12.4 The Director or designee shall promptly convene a three-member review panel from a pool of faculty, staff, and students trained in accordance with section 4.8, including relevant legal principles underlying this policy. Review panel members must meet the following qualifications: (1) panel members should not concurrently be a party to any disciplinary proceeding at the University, (2) panel members should not have been subject to recent discipline. (3) faculty panel members may not work in the same department as any party, (4) staff panel members may not work in the same department as any party, (5) panel members must not otherwise have any conflicts of interest with serving on the panel.

5.12.5 Members of the review panel cannot have also served in one of the following roles in the same matter: (1) an advocate or counselor for either party; (2) an investigator; (3) an institutional prosecutor; or (4) an advisor to a person described in (1), (2), or (3). If an individual employed by the University or otherwise representing the University serves as an investigator and an institutional prosecutor for the alleged violation of a policy or rule, the University shall advise the parties before the investigation proceeding. An individual may not serve as an investigator or institutional prosecutor and a party advisor in the same matter.

5.12.6 Faculty members shall be selected for a term of service on the review panel pool by the Provost or designee and shall be approved by the Faculty Senate president. Staff members shall be selected for a term of service by the Vice President of People and Culture or designee and shall be approved by the Professional Association of Campus Employees (PACE) president. Student members shall be selected for a term of service by the Dean of Students and should be members of the Utah Valley University Student Association (UVUSA), when practically available, and approved by the UVUSA president.

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5.12.6.1 The selected panel shall choose a panel chair, considering availability and training and panel experience. The review panel shall consult with an attorney assigned by the Office of General Counsel to advise the review panel regarding legal, procedural, policy, and other questions as needed during the review process.

5.12.7 The Director or designee shall promptly notify the parties in writing of the names of the review panel members and provide the parties with a copy of the review panel procedures contained in this policy. Within 5 business days of receiving notification of the names of the review panel members, the complainant and respondent may each request in writing to the Director that a review panel member be disqualified based on bias or conflict of interest, providing the reasons for this request. If bias or conflict of interest is confirmed by the Director, after consultation with an attorney assigned by the Office of General Counsel, then the Director or designee shall select a new panel member and notify the parties.

5.12.8 In cases where the investigation finding is no violation of policy, the panel shall determine whether a hearing should be held based on a review of the complaint, the respondent's response, the written request for a hearing, response(s) to the request, and the investigation report. The panel may determine that it is unnecessary to hold a hearing on any or all of the allegations based on the following factors: (1) insufficient evidence to support the alleged violations of this policy; or (2) the issue is no longer relevant or is moot. The panel's decision to decline a hearing on these bases is final and shall be communicated to the parties concurrently in writing.

5.12.9 Information shared during a review process must remain confidential. All meetings and hearings related to a review process are closed to the public.

5.12.10 Along with the written notification of hearing date, the Director or designee shall provide to the review panel, complainant, and respondent copies of the final investigation report or summary and the written review request and opposition statements submitted by the parties. The Director or designee may also submit a clarification statement or response. The review hearing is an opportunity for the parties to address the review panel in person about the issues being considered for review, including addressing information in the final investigation report or summary, any supplemental statements or new evidence unavailable during the investigation submitted by the parties, and any written impact or mitigation statements. Each party will have the opportunity to be heard, to identify witnesses for the review panel's consideration, and to respond to any questions from the review panel.

5.12.11 The University will provide access to all material evidence that is in its possession to the parties, including both inculpatory and exculpatory evidence, no later than one week before the day on which a review hearing begins.

5.12.12 The University may establish a secure hearing room space and screen for firearms and other dangerous weapons pursuant to Utah Board of Higher Education Policy R254 *Secure Area Hearing Rooms*.

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5.12.13 Parties may request remote video conferencing, so that the parties do not have to be present in the same room at the same time during the hearing. Such requests must be made in writing to the Director at least 10 business days before the hearing, and the Director or designee shall make the appropriate arrangements.

5.12.14 Each party may be accompanied at the review hearing by a support person/advisor of their choice, who may be, but is not required to be, an attorney and who may participate in the hearing as provided in these procedures. Parties must notify the Director of their selected support person/advisor at least 10 business days before the review hearing. If timely notice is not provided, the support person/advisor may attend but shall not participate in the hearing.

5.12.15 The review panel chair and parties may each request the appearance of witnesses at the hearing. At least 5 business days before the date of the review hearing, parties may submit to the review panel chair, with copies to the Director or designee, their request for witnesses, including names and contact information, and requests for documentary evidence they would like to have reviewed, along with explanations of how each request is relevant to the panel's determination. An attorney from the Office of General Counsel who represents the University during the hearing may also submit a document to the panel and parties addressing the basis for review, relevant evidence, and relevant witnesses, and other issues relevant to the hearing at least 5 business days before the hearing. Only witnesses and other evidence that are relevant to the bases for review may be considered by the review panel. It is the responsibility of the party calling a particular witness to invite that witness to attend the hearing. The Equity and Title IX Office investigator(s) may also suggest a witness list to the panel. Witnesses who are UVU employees whom the panel requests to appear have a duty to appear at the review hearing.

5.12.16 The following procedures apply to the review panel hearing:

1) In the event that either party fails to attend the hearing without prior notice to the Director and good cause, the review panel may proceed with the hearing. Neither party is required to participate in the hearing for the hearing to proceed. The University reserves the right to modify review hearing procedures to protect the safety of all parties involved.

2) The hearing, except for deliberations, shall be recorded by the review panel chair, who shall give the recording to the Equity and Title IX Office. A copy shall be made available to either party upon request at the requesting party's expense. The recording of interviews and other meetings preceding and following the hearing by the participants is prohibited.

3) The review panel should begin the hearing with a review of the investigation summary, the investigation process, and the findings and conclusions contained in the final investigation report or summary. This may be provided to the panel in writing and/or in person by the investigator(s) or the Director. The review panel may also state the sanction(s) determined by the sanctioning official and the scope of review.

4) If the scope of review includes review of the sanction(s), the review panel may ask the sanctioning official to explain the reasons for the sanction(s), including any mitigating or aggravating factors.

5) Each party shall have an opportunity to make a personal statement relevant to the review panel's determination, which should include the bases for seeking or opposing the review, the personal impact of the alleged misconduct and/or sanction, the relief sought, and mitigating or aggravating information. In addition to the personal statements by the parties, each party's support person/advisor and the Office of General Counsel attorney representing the University shall have the opportunity to make an opening statement.

6) Each party (or their respective support person/advisor, if any) shall have the opportunity to call witnesses that the review panel deems relevant to its determination, to make opening and closing statements, examine and cross-examine witnesses (including the other party and the investigator[s]) through the review panel chair (not directly), and introduce relevant evidence. Support persons/advisors can also provide their party with support, guidance, or advice.

7) The review panel shall have the first opportunity to question the investigator(s), any witness, and either party called to testify. The parties may ask questions following the panel. The attorney from the Office of General Counsel representing the University may also question the same persons. Only the person to whom a question is directed may answer (e.g., a support person/advisor shall not be permitted to answer the review panel's questions on a party's behalf). The review panel's questions should be relevant to the scope of review. During questioning, the parties, support persons/advisors, and panel chair/members shall treat all persons with respect.

8) The review panel shall not be bound by strict rules of legal evidence or procedure and may consider any evidence it deems relevant to its determination. The review panel chair shall determine the appropriateness and relevancy of any information and questions submitted and may exclude evidence deemed to be outside the scope of review, irrelevant, or duplicative. The panel may exclude evidence that was available to a party but not provided during the investigation.

9) Each party shall have up to a total of 90 minutes for personal and/or opening statements, questioning witnesses, presenting evidence, and concluding remarks.

10) After issuing a warning, the review panel has authority to exclude from the hearing any party, support persons/advisors, or other participant whose behavior the review panel finds disruptive.

11) The Office of General Counsel shall provide an attorney to be present at hearings to provide guidance to the review panel on this policy, substantive law, and procedural matters. An attorney from the Office of General Counsel may also participate in hearings on behalf of the University.

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12) The review panel chair and other review panel members are prohibited from discussing any matter related to the hearing with the parties, witnesses, and/or others (except the assigned Office of General Counsel attorney) before or after the hearing. Violation of confidentiality may result in dismissal from the review panel and/or other corrective or disciplinary action.

13) Review panel deliberations and voting shall be closed sessions from which all other persons are excluded, except, at the review panel's request, an advising attorney from the Office of General Counsel. Votes shall be cast by secret ballot. A majority vote by the members of the review panel who attended the hearing shall be required for recommendations. The review panel chair shall be entitled to vote on all questions. The Equity and Title IX Office shall not participate in the review panel's deliberations. The advising attorney may remain present for panel deliberations but shall have no vote.

5.12.17 Within 5 business days of the review hearing, the review panel shall provide to the executive university administrator and the Director a written recommendation, which shall include a determination of (1) whether the evidence, evaluated under a preponderance of the evidence standard, supports a finding that a violation of policy occurred; and, if so, (2) whether the sanctions are reasonably proportionate under the circumstances.

5.13 Executive Review, Final Sanction, and Final Outcome Notice

5.13.1 The executive university administrator, who is responsible for reviewing the recommendations from the review panel and determining next steps, including remand to the Equity and Title IX Office for additional investigation and/or imposition of the final sanction(s) and other remedies, if any, is as follows (unless a conflict of interest exists, in which case the Office of General Counsel will recommend to the President a designee to serve as an alternative responsible executive university administrator):

Respondent's Affiliation with the University	Executive University Administrator
Student	Dean of Students
Faculty member	Provost
Administration or staff member who is not an executive employee and does not report directly to a vice president or Provost	Provost or vice president of the division in which the respondent is employed (or the Provost or vice president's designee)
Executive employee or direct report of a vice president or Provost	University President
Vice president, Provost or other direct report of the University President	University President

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5.13.2 Upon receipt of the review panel report, the appropriate executive university administrator shall promptly review all of the information that was available to the review panel and then decide whether to remand the investigation to the Equity and Title IX Office for additional investigation, affirm the sanctioning official's original decision, adopt the sanction and resolution recommendation(s) of the review panel, and/or to determine an alternative outcome. In determining the appropriate sanction(s) and other remedies, the executive university administrator shall be guided by the considerations in section 5.11.1 and consult with other neutral administrators as needed to ensure that any sanctions and/or remedies are appropriate to end the prohibited conduct and prevent further violation of this policy. Remedies may include offering remedies to the complainant and/or university community, implementing changes in programs and activities, providing training, and the imposition of any disciplinary sanctions. The executive university administrator may not base a decision on information not presented at the hearing unless the nature of that information is fairly communicated to the parties and a reasonable opportunity to respond is given.

5.13.3 Written notification of the executive university administrator's decision shall be provided concurrently to the parties and to the Director. The executive university administrator shall provide written justification for the decision if it is inconsistent with the review panel's report. If the matter is remanded to the Equity and Title IX Office for additional investigation, the Equity and Title IX Office shall promptly investigate and provide an investigation summary addendum that includes new evidence considered and changes to findings, if any, to the executive university administrator, who shall then determine sanctions, resolutions, and final outcomes.

5.13.4 The final outcome notice shall also state that the executive university administrator's determination is final; no further internal university reviews, appeals, or grievances are available to the parties.

POLICY HISTORY		
Date of Last Formal Review: March 27, 2025		
Due Date of Next Review: March 27, 2030		
Date of Last Action	**Action Taken**	**Authorizing Entity**
June 22, 2017	Revision (Regular policy replaced temporary emergency policy)	UVU Board of Trustees
November 29, 2018	Non-substantive changes: Sections 2.11 and 5.9.2, Policy 541 title updated from Student Rights and Responsibilities to Student Code of Conduct.	UVU Policy Office
June 18, 2019	Temporary Emergency policy approved.	UVU Board of Trustees
June 25, 2020	Regular policy approved.	UVU Board of Trustees
August 7, 2020	Temporary Emergency policy approved.	UVU Board of Trustees

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June 24, 2021	Regular policy approved.	UVU Board of Trustees
November 30, 2022	Non-substantive change approved. Website for Title IX Office updated in section 5.1.15.1.	UVU President's Council
April 25, 2024	Compliance change, mandated by HB 414, Utah Legislature, approved.	UVU President's Council
May 6, 2024	Compliance change ratified.	UVU Board of Trustees
March 27, 2025	Compliance change approved.	UVU President's Council
June 18, 2025	Compliance change ratified.	UVU Board of Trustees
September 25, 2025	Compliance change approved.	UVU President's Council

POLICY 165 EXECUTIVE SUMMARY	
Policy Number and Title: Policy 165 Discrimination and Harassment	
Date:	September 11, 2025
Sponsor:	Marilyn Meyer
Steward(s):	Ashley Wilson
Policy Process:	Compliance Change
Policy Action:	Revision—Limited Scope
Policy Office Editor:	Miranda Christensen
Embedded Attorney:	Ashley Wilson

Issues/Concerns (including fiscal, legal, and compliance impact):
Under current federal regulations, Title IX of the Education Amendments of 1972 prohibits stalking only when it is committed on the basis of sex, meaning the conduct must meet the definition of "sexual harassment" under 34 C.F.R. Part 106. In contrast, the Violence Against Women Act (VAWA) amendments to the Clery Act (34 U.S.C. § 12291(a)(36)) define stalking more broadly, requiring institutions to address and report all stalking, regardless of the perpetrator's motivation.

This creates a policy gap: Policy 162 (Title IX) does not apply to stalking that is not sex-based. While Policy 165 prohibits harassment or misconduct based on a protected class (e.g., race, religion, national origin) and may therefore capture some non-sex-based stalking, it does not extend to stalking that is not based on any protected class—for example, stalking driven by personal animus (hostility), fixation, or other nondiscriminatory motives.

This gap presents legal and compliance risks to the University. Under VAWA/Clery Act regulations, the University is required to provide institutional disciplinary procedures, safety measures, and support services for all forms of stalking, not only those based a protected class (including sex). Without a formal charging mechanism for non-protected-class-based stalking, the University may fail to implement appropriate remedies, creating exposure to complaints, inconsistent handling of cases, or claims of procedural unfairness. The absence of clear policy language may result in audit findings, regulatory fines, or other enforcement actions during Clery Act program reviews by the U.S. Department of Education.

Suggested Changes:

To address these concerns, the changes to this policy will explicitly prohibit stalking regardless of protected class status by

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1. amending both the purpose (Section 1.1) and policy statement (Section 4.2) to clarify that, in addition to addressing discrimination, harassment, and retaliation based on protected class, the policy also includes a provision prohibiting stalking that is not based on protected class status, consistent with the University's obligations under the Clery Act and VAWA.
2. incorporating VAWA into the references (Section 2.0).
3. adding a standalone prohibited conduct provision for "Stalking (Non-Discriminatory Basis)" that mirrors the following VAWA definition provided by 34 U.S.C. § 12291(a)(36):

   Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for their safety or the safety of others or (2) suffer substantial emotional distress.

Requested Approval from President's Council: Approval of Compliance Change

Proposed Drafting Committee: Ashley Wilson, Melba Latu

Target Date for Stage 1 Draft to Enter Stage 2: N/A

Target Date for Board of Trustees Review: TBD

DATE:	**October 14, 2025**
TITLE:	**UVU Policy 166 *Abusive Coaching Practices***
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Marilyn Meyer, VP of Digital Transformation
SUBJECT:	**UVU Policy 166 *Abusive Coaching Practices***
BACKGROUND:	To comply with Utah Code § 53B-16-701 (HB 479), this new policy prohibits abusive coaching conduct, establishes complaint procedures and timelines, mandates reporting and staff training, and outlines disciplinary actions. Adoption is required by November 7, 2025.
ALTERNATIVES:	• **Approve** as presented, "I move to approve **UVU Policy 166 *Abusive Coaching Practices* .**" • **Amend** and approve, "I move to approve, as amended, **UVU Policy 166 *Abusive Coaching Practices*.**" • **No action**, "I move that we go to the next agenda item…"
FINANCIAL IMPACT:	
EXHIBITS:	a. **UVU Policy 166 *Abusive Coaching Practices***

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Proposed Policy Number and Title:	**166 Abusive Coaching Practices**	
Current Policy Number and Title:	Not applicable	

Approval Process*		
☐ Regular	☐ Temporary	☒ Compliance Change
☐ New	☐ New	☒ New
☐ Revision	☐ Revision	☐ Revision—Limited Scope
☐ Revision—Limited Scope	☐ Revision—Limited Scope	☐ Deletion
☐ Deletion		
*See UVU Policy 101 *Policy Governing Policies* for process details.		

Draft Number and Date: COMPLIANCE CHANGE, October 7, 2025

President's Council Sponsor: Marilyn Meyer

Policy Steward: Drew Burke, Ashley Wilson

POLICY APPROVAL PROCESS DATES		
REGULAR	**TEMPORARY**	**COMPLIANCE**
Drafting and Revision	**Drafting and Revision**	**President's Council Approval**
Entrance Date:	Entrance Date:	Approval Date: 10/9/2925
University Entities Review	**Board of Trustees Review**	**Board of Trustees Ratification**
Entrance Date:	Entrance Date:	Ratification Date:
Close Feedback:	Approval Date:	
Board of Trustees Review		
Entrance Date:		
Approval Date:		

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POLICY TITLE	Abusive Coaching Practices	Policy Number	166
Section	Governance, Organization, and General Information	**Approval Date**	
Subsection	Individual Rights	**Effective Date**	
Responsible Office	Office of the Vice President of People and Culture	**Last Review**	Not applicable

1.0 PURPOSE

1 **1.1** Utah Valley University is committed to maintaining a safe and respectful environment for its
2 student athletes. This policy defines and prohibits abusive coaching practices, including harmful
3 or offensive physical contact, sexual misconduct or harassment, inappropriate sexual language,
4 and psychologically abusive conduct. It outlines how to report concerns, submit complaints, and
5 access supportive measures; establishes mandatory reporting and training requirements for
6 coaches and athletics staff; and describes the University's procedures for investigating and
7 responding to complaints.

2.0 REFERENCES

8 **2.1** *Americans with Disabilities Act of 1990*, 42 U.S.C. § 12101 (1990) (as amended by Pub. L.
9 No. 101-336, 104 stat. 327)

10 **2.2** *Family Educational Rights and Privacy Act (FERPA)*, 20 U.S.C. § 1232g (1974)

11 **2.3** *Health Insurance Portability and Accountability Act (HIPAA),* Pub. L. No. 104–191, 110
12 stat. 1936 (1996)

13 **2.4** *Jeanne Clery Campus Safety Act (Clery Act)*, 20 U.S.C. § 1092 (1990)

14 **2.5** *Title IX of the Higher Education Amendments Act of 1972 (Title IX)*, 20 U.S.C. § 1681 to
15 1688 (1972)

16 **2.6** *Non-Discrimination on the Basis of Sex in Education Programs or Activities Receiving*
17 *Federal Financial Assistance*, 34 C.F.R. § 106.1 (1972)

18 **2.7** *Abusive Coaching Practices*, Utah Code § 53B-16-701 (2025)

19 **2.8** *Child Welfare Services*, Utah Code Ann. § 80-2-602 (2022)

20 **2.9** *Confidential Communications for Institutional Advocacy Services Act*, Utah Code Ann. §
21 53B-28-201 (2017)

22   **2.10** *Government Records Access and Management Act (GRAMA)*, Utah Code § 63G-2-101
23   (2008)

24   **2.11** UVU Policy 161 *Freedom of Speech*

25   **2.12** UVU Policy 162 *Title IX Sexual Harassment*

26   **2.13** UVU Policy 165 *Discrimination and Harassment*

27   **2.14** UVU Policy 371 *Performance Management and Development for Full-Time Staff*
28   *Employees*

3.0 DEFINITIONS

29   **3.1 Abusive coaching practice:** Conduct by a coach or member of the coaching staff that
30   creates a harmful environment for a student athlete. This includes conduct with a student athlete
31   that results in (1) harmful or offensive physical contact; (2) sexual misconduct or harassment; (3)
32   inappropriate sexual language; or (4) conduct that a reasonable person would find to be
33   psychologically abusive.

34   **3.2 Coach or coaching staff:** Any individual who serves in a coaching role or is a member of
35   the coaching staff within a UVU intercollegiate athletic program. This includes head coaches,
36   assistant coaches, strength and conditioning coaches, athletic trainers acting in a coaching
37   capacity, and any other individual with duties or responsibilities with a team or athletic
38   department.

39   **3.3 Complainant:** For the purposes of this policy, a student athlete who alleges they were
40   subjected to conduct that, if true, would violate this policy.

41   **3.4 Complaint:** A report that requests an investigation into alleged conduct that, if true, would
42   violate this policy.

43   **3.5 Director:** The director of the office assigned to handle a report or complaint under this
44   policy, based on the nature of the allegations. This may be the Director of the Equity and Title IX
45   Office/Title IX Coordinator or the Director of Employee Relations.

46   **3.6 Harmful or offensive physical contact:** Physical contact that a reasonable person would
47   consider punitive, intimidating, or unsafe and that exceeds the bounds of appropriate athletic
48   instruction, motivation, or celebration. Conduct may be considered harmful or offensive physical
49   contact when it (1) involves physical contact with a student athlete that causes harm or creates a
50   foreseeable risk of harm, such as striking, shoving, grabbing, or intentionally throwing an object
51   at the student athlete; or (2) involves the use of physical force to intimidate, punish, or control a
52   student athlete outside the context of legitimate coaching. This definition does not include
53   reasonable sport-related contact, instructional physical guidance, or celebratory gestures that are

54 consistent with accepted coaching practices and reasonably perceived as welcomed by the
55 student athlete.

56 **3.7 Inappropriate sexual language:** Language of a sexual nature that a reasonable person
57 would consider inappropriate within a coach-athlete relationship and that is directed to, shared
58 with, or made in the presence of a student athlete. Inappropriate sexual language includes but is
59 not limited to (1) sexual jokes, innuendo, suggestive comments, or gestures; (2) remarks about a
60 student athlete's body, clothing, or physical appearance in a sexualized manner; or (3) comments
61 about sexual experiences or preferences. The appropriateness of the communication is evaluated
62 based on context and from the perspective of a reasonable person in the student athlete's
63 position, regardless of intent or tone. This definition does not include language used in good faith
64 for legitimate educational, medical, or therapeutic purposes when directly related to the student
65 athlete's health, training, or psychological wellbeing.

66 **3.8 Intimidation:** Implied or actual threats of acts that cause a reasonable fear of harm in
67 another.

68 **3.9 Preponderance of the evidence:** The evidentiary standard used in this policy to determine
69 whether it is more likely than not (i.e., more than 50 percent in favor) that an abusive coaching
70 practice or retaliation in violation of this policy occurred.

71 **3.10 Psychologically abusive conduct:** Behavior that is intended to cause or that a reasonable
72 person would determine results in significant mental or emotional harm, intimidation,
73 humiliation, or unwarranted distress to a student athlete. This may involve a single severe act or
74 a pattern of conduct over time. It includes, but is not limited to (1) verbal attacks, name-calling,
75 or demeaning shouting; (2) public humiliation or ridicule; (3) throwing, slamming, or destroying
76 objects in a way that would reasonably be seen as threatening or emotionally abusive; (4) threats
77 to reduce playing time, scholarships, or team participation for reasons unrelated to performance,
78 conduct, or expectations; (5) excessive or demeaning physical activity used as punishment rather
79 than for skill, conditioning, or reasonable accountability; (6) fear-based control or manipulation
80 of a student athlete's emotional state; or (7) exploiting a student athlete's known physical or
81 mental health condition. This definition does not include firm or intense coaching aimed at
82 improving performance, enforcing team standards, or passionate communication common in
83 competitive sports, so long as the conduct remains professional and is not demeaning.

84 **3.11 Report:** Any disclosure about possible abusive coaching practices. Reports are reviewed by
85 the University and may result in safety and Clery triage, supportive measures, or a university-
86 initiated investigation. A report does not, by itself, require an investigation.

87 **3.12 Respondent:** A coach or member of the coaching staff against whom a complaint of
88 conduct prohibited by this policy has been made.

89 **3.13 Retaliation:** Intimidation, threats of reprisal, or other materially adverse actions or threats
90 against anyone who in good faith reports a violation of this policy, honestly participates or assists
91 in a university investigation, or engages in any proceeding relating to this policy.

92 **3.14 Sexual misconduct or harassment:** Conduct that is sexual in nature and that a reasonable
93 person would determine creates a harmful, intimidating, coercive, or offensive environment in
94 the coach–student athlete relationship. Such conduct may include, but is not limited to (1) sexual
95 advances or propositions; (2) requests for sexual favors; (3) verbal, nonverbal, or physical
96 conduct of a sexual nature; (4) conditioning athletic benefits, support, or participation on sexual
97 attention or romantic interest; or (5) repeated sexual comments, jokes, gestures, or remarks
98 directed to or made in the presence of student athletes.

99 **3.15 Student athlete:** A UVU student who participates in an intercollegiate athletic program
100 administered by UVU Athletics.

101 **3.16 Supportive measures:** Nondisciplinary, non-punitive individualized services offered as
102 appropriate, as reasonably available, and without fee or charge to either the complainant or the
103 respondent, before or after the filing of a complaint or where no complaint has been filed.
104 Supportive measures are designed to restore or preserve equal access to the University's
105 programs or activities without unreasonably burdening the other party. These measures may also
106 serve to protect the safety of individuals or the university community, or to deter further
107 misconduct.

108 **3.17 Title IX Coordinator:** The UVU employee designated and authorized by the President of
109 the University to coordinate the University's compliance with 34 C.F.R. § 106.

110 **3.18 UVU Athletics:** The university entity responsible for oversight of intercollegiate athletic
111 programs, including coaches, athletic trainers, and other athletic staff and administrators.

4.0 POLICY

112 **4.1 Scope of Policy**

113 **4.1.1** This policy applies to all UVU employees, volunteers, and individuals who serve in a
114 coaching or supervisory role over student athletes, as well as UVU Athletics personnel
115 responsible for the oversight, training, and reporting or response processes under this policy.

116 **4.1.2** This policy applies to conduct by a coach or member of the coaching staff occurring in any
117 setting, on or off campus, including online environments such as email, text message, messaging
118 platforms, and social media, where the interaction relates to the student athlete's participation in
119 the University's athletic program or reasonably implicates the coach's position of authority or
120 influence over the student athlete.

121   **4.2 Policy Statement**

122   **4.2.1** Utah Valley University is committed to ensuring the physical and psychological safety of
123   student athletes and maintaining a professional and respectful athletic environment.

124   **4.2.2** UVU prohibits abusive coaching practices with a student that results in

125   **4.2.2.1** harmful or offensive physical contact;

126   **4.2.2.2** sexual misconduct or harassment;

127   **4.2.2.3** inappropriate sexual language; or

128   **4.2.2.4** conduct that a reasonable person would find to be psychologically abusive.

129   **4.3 Relationship to Other Policies**

130   **4.3.1** Nothing in this policy shall be construed to restrict rights protected by the United States
131   Constitution, including those recognized under UVU Policy 161 *Freedom of Speech*.
132
133   **4.3.2** If, in the judgment of the Title IX Coordinator, any conduct alleged in a complaint may
134   constitute sexual harassment as defined in Policy 162 *Title IX Sexual Harassment*, those
135   allegations will be addressed under the procedures set forth in Policy 162. Allegations in the
136   same complaint that do not fall within the scope of Policy 162 will be addressed under this
137   policy, unless consolidation is permitted by law and approved by the Title IX Coordinator.
138
139   **4.3.3** The University may consolidate allegations of conduct prohibited by other university
140   policies with a complaint under this policy, provided the allegations arise from the same facts or
141   circumstances and consolidation is not prohibited by law or policy.

142   **4.3.4** Unless otherwise specified, all standards and procedures for resolving alleged policy
143   violations of this policy, including supportive measures, notices, dismissals, investigations,
144   hearings, and appeals, shall follow UVU Policy 165 *Discrimination and Harassment* to the
145   extent feasible and consistent with this policy.

146   **4.4 Prohibition on Encouraging Tolerance of Abuse or Retaliation**

147   **4.4.1** Coaches and members of the coaching staff must not encourage or advise student athletes
148   to tolerate abusive conduct or discourage or retaliate against any individual for reporting
149   concerns, participating in an investigation, or otherwise engaging in the resolution process under
150   this policy or Policy 162.

4.5 Mandatory Reporting of Abusive Coaching Practices

4.5.1 Coaches, coaching staff, volunteers, and UVU Athletics employees who know or reasonably suspect that an abusive coaching practice has occurred must report the concern within 24 hours to one of the following (1) Athletics Compliance; (2) Employee Relations; or (3) Equity and Title IX, using any of the methods listed in section 5.1.1.

4.5.2 If a report involves allegations of sexual misconduct, sexual harassment, inappropriate sexual language, or other conduct that may constitute discrimination or harassment based on a protected class, the report must be submitted to the Equity and Title IX Office.

4.5.3 Failure to report constitutes a violation of this policy and may be subject to performance management under Policy 371 *Performance Management and Development for Full-Time Staff Employees* and other related processes.

4.6 Annual Training Requirements

4.6.1 All individuals subject to this policy are required to complete annual training, coordinated by the Athletic Department, on recognizing and preventing abusive coaching practices and understanding their responsibilities in reporting and responding to such conduct. The training shall also cover mandatory reporting requirements and the prohibitions on discouraging reports, engaging in retaliation, or encouraging or advising student athletes to tolerate abusive conduct.

4.7 Interim Safety and Protective Measures

4.7.1 The University may take immediate, temporary measures to protect the safety and wellbeing of student athletes. These measures may include, but are not limited to, placing an employee on nondisciplinary leave, adjusting supervision or coaching assignments, modifying team activities, or temporarily altering or suspending a program until a safe environment is restored.

4.8 Employment At-Will Status

4.8.1 Nothing in this policy shall be construed to alter the status of employees who are otherwise at-will.

4.9 Fair and Impartial Process

4.9.1 The University shall provide a prompt, fair, and impartial resolution process for resolving allegations of violations of this policy, consistent with Policy 165 or, where applicable, Policy 162, affording both the complainant and respondent equitable rights, opportunities, and support.

4.10 Confidentiality

184 **4.10.1** University employees involved in any capacity under this policy, other than as a
185 respondent, must keep any supportive or interim measures provided to the parties confidential,
186 unless disclosure is necessary to implement or provide the measures.

187 **4.10.2** University employees involved in the administration of this policy must maintain the
188 confidentiality of the identities of any (1) individual who has made a report or complaint under
189 this policy; (2) complainant; (3) individual alleged to have engaged in prohibited conduct; (4)
190 respondent; and (5) witness. Disclosure is permitted only as authorized by FERPA, GRAMA, or
191 other applicable law, or on a need-to-know basis to fulfill the purposes of civil rights laws or
192 university operations.

193 **4.10.3** Records created or maintained under this policy are classified as protected under GRAMA
194 and may also constitute education records under FERPA. Such records may not be disclosed to
195 third parties unless permitted by law.

196 **4.10.4** In cases involving multiple student complainants, the University may consolidate the
197 resolution process as permitted by this policy. However, each student may access only those
198 portions of the record, findings, and outcome directly related to their own allegations. The
199 University will not disclose identifying information, statements, or remedies involving other
200 student complainants without their written consent, unless disclosure is permitted or required by
201 law.

202 **4.10.5** Evidence presented in a proceeding under this policy is confidential and may not be used
203 in any subsequent proceeding or disclosed to third parties except as necessary for the resolution
204 process.

205 **4.10.6** Nothing in this policy restricts either party's ability to discuss the allegations under
206 investigation or to gather and present relevant evidence. However, the following limitations
207 apply:

208 **4.10.6.1** Retaliation is strictly prohibited. Attempts to alter or prevent testimony constitute
209 prohibited retaliation and may also constitute criminal conduct under Utah Code § 76-8-508.

210 **4.10.6.2** Parties may be directed to cease communication with one another through a no-contact
211 directive.

212 **4.10.6.3** Parties' communications remain subject to applicable state laws governing defamation
213 and privacy.

5.0 PROCEDURES

214 **5.1 Reporting**

215 **5.1.1** Reports may be submitted

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216   **5.1.1.1** to UVU Athletics by emailing athleticscompliance@uvu.edu.

217   **5.1.1.2** to Employee Relations in any of the following ways:

218

219   1) In person at Hall of Flags, Suite 105, 800 W. University Parkway, Orem UT 84058 (M-F, 8
220   a.m. to 5 p.m.)

221   2) By mail to Utah Valley University, MS 272, 800 W. University Parkway, Orem, UT 84058
222   (anytime);

223   3) By telephone at 801-863-8207 (M-F, 8 a.m. to 5 p.m.); or

224   4) By email at HREmployeeRelations@uvu.edu (anytime).

225   **5.1.1.3** to Equity and Title IX in any of the following ways:

226   1) In person at Browning Administration Building, Suite 203, 800 W. University Parkway,
227   Orem, UT 84058 (M–F, 8 a.m. to 5 p.m.);

228   2) By mail to Utah Valley University, MS 272, 800 W. University Parkway, Orem, UT 84058
229   (anytime);

230   3) By telephone at 801-863-7999 (anytime);

231   4) Online at uvu.edu/equityandtitleix (anytime); or

232   5) By email at TitleIX@uvu.edu (anytime).

233   **5.1.1.4** Reports may also be submitted anonymously or with identifying information through
234   EthicsPoint online at uvu.edu/audit/concerns or by calling (877) 228-5401 at any time.
235   Submissions will be routed to UVU Athletics, Employee Relations, and the Equity and Title IX
236   Office.

237

238   **5.1.2 Mandatory Reporting**

239   **5.1.2.1** Coaches, coaching staff, volunteers, and UVU Athletics employees must report known or
240   suspected abusive coaching practices within 24 hours of witnessing the conduct or learning of it.
241   Reports may be submitted to (1) Athletics Compliance; (2) Employee Relations; or (3) the
242   Equity and Title IX Office, using any of the methods provided in section 5.1.1.

243   **5.1.2.2** Mandatory reports must include all information known to the reporter, including, when
244   available, the names of the individuals involved, a description of the alleged conduct, and the
245   date and location of the incident(s).

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5.1.2.3 Reports Involving Protected Class Harassment or Discrimination

5.1.2.3.1 If a report involves allegations of sexual misconduct, sexual harassment, inappropriate sexual language, or other conduct that may constitute discrimination or harassment based on a protected class, it must be submitted to the Equity and Title IX Office.

5.1.2.4 Minors

5.1.2.4.1 Consistent with Utah Code Ann. § 80-2-602, any person who reasonably suspects that a minor has been subjected to abuse or neglect must immediately report the concern to local law enforcement or the Division of Child and Family Services. This obligation is in addition to the University's internal reporting requirements described in this section.

5.1.2.5 Exceptions

5.1.2.5.1 Licensed mental health professionals and medical providers acting within the scope of their professional license may not disclose confidential communications without the client or patient's written consent, except in cases involving imminent harm, suspected abuse of a minor or vulnerable adult, or where disclosure is otherwise required by law.

5.2 Complaints

5.2.1 Any individual, including someone other than the student athlete alleged to have been harmed, may submit a complaint under this policy.

5.2.2 Complaints may be submitted using any of the reporting methods provided in section 5.1.1, including submission to UVU Athletics at athleticscompliance@uvu.edu.

5.2.3 A complaint should, to the extent possible, provide enough detail to allow the University to evaluate and investigate the concern. This includes the names of individuals involved (if known), a description of the alleged conduct, and the date and location of the incident(s). Complaints that lack detail will still be reviewed. The University may follow up with the filer for more information or may initiate an investigation based on the information available.

5.3 Responses to Reports and Complaints

5.3.1 Acknowledgment

5.3.1.1 The University shall provide written acknowledgement within five (5) business days after the submission of a complaint.

5.3.1.2 The office that first receives the complaint is responsible for sending the acknowledgement.

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279 **5.3.1.3** Acknowledgement will be sent by email to the filer's provided address. If no email
280 address is available, the University will use another contact method identified by the filer. No
281 acknowledgement will be provided for complaints that do not include a reply mechanism.

5.3.2 Routing

283 **5.3.2.1** Reports or complaints under this policy may be submitted to UVU Athletics, Employee
284 Relations, or the Equity and Title IX Office, using the submission options provided in section
285 5.1.1.

286 **5.3.2.2** If UVU Athletics receives a report or complaint, it shall forward the matter to Employee
287 Relations and the Equity and Title IX Office for review and assignment within one (1) business
288 day of receipt.

289 **5.3.2.3** Employee Relations and the Equity and Title IX Office shall promptly review reports and
290 complaints to determine appropriate case assignment based on the nature of the alleged conduct.
291 Allegations that may constitute sexual harassment, sexual misconduct, or other forms of
292 protected class discrimination prohibited under Policies 162 or 165 shall be assigned to Equity
293 and Title IX. All other matters shall be assigned to Employee Relations.

294 **5.3.2.4** The assigned director or designee shall assess the reported conduct for any Clery Act
295 obligations, in coordination with appropriate personnel, including the issuance of timely
296 warnings.

5.3.3 Coordination of Related Complaints

298 **5.3.3.1** When the University receives a complaint submitted by someone other than the impacted
299 student athlete or initiates an investigation based on a report or institutional concern, the
300 University shall make reasonable efforts to notify each student athlete identified as potentially
301 impacted by the alleged conduct. The notification shall inform the student athlete of their right to
302 file a complaint, participate in the resolution process, and request supportive measures under this
303 policy.

304 **5.3.3.2** Student athletes who do not respond to outreach or decline to file a complaint shall not be
305 treated as parties under this policy but may be contacted as witnesses, as appropriate.

306 **5.3.3.3** If a student athlete later files a complaint regarding the same conduct that has already
307 been fully investigated and resolved, and the complaint does not present new allegations,
308 evidence, or harms, the University may issue a written response explaining that the matter has
309 already been addressed. The University shall offer appropriate supportive measures and
310 administratively dismiss the complaint without initiating a new investigation.

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311 **5.3.3.4** If a subsequent complaint includes new allegations, evidence, or harms that were not
312 previously addressed, the University may reopen the matter or initiate a new investigation, as
313 appropriate.

314 **5.3.3.5** The University shall document all outreach made under this section, including the date,
315 method, and content of each notification, as well as whether a response was received.

316 **5.3.4 Supportive Measures**

317 **5.3.4.1** The assigned director or designee shall promptly contact any student athlete alleged to
318 have been subjected to conduct in violation of this policy to discuss available supportive
319 measures and consider the student athlete's preferences regarding those measures.
320
321 **5.3.4.2** Examples of supportive measures may include counseling, extensions of deadlines or
322 course-related adjustments, modifications to work or class schedules, campus escort services,
323 mutual no-contact directives, changes in work or housing locations, leaves of absence, increased
324 security or monitoring, or other similar actions.
325
326 **5.3.5 Interim Measures**

327 **5.3.5.1** The University may implement interim measures to protect the wellbeing and safety of
328 student athletes during the resolution process, which may include adjustments to supervision,
329 coaching assignments, or team activities.

330 **5.3.5.2** Where appropriate, the University may take immediate action, including placing an
331 employee on nondisciplinary leave or temporarily altering or suspending a program until a safe
332 environment is restored. The decision to suspend a program will be made by the Vice President
333 of Administration and Strategic Relations in consultation with the Athletic Director, Office of
334 People and Culture, and the Office of General Counsel.

335 **5.3.5.3 Safety Removal**

336 **5.3.5.3.1** The Associate Vice President of Athletics, in consultation with People and Culture and
337 the Office of General Counsel, may place an employee on nondisciplinary leave or impose
338 restrictions on the employee's workplace duties or access to address identified risks. Such
339 restrictions must be no broader than necessary to protect the safety and wellbeing of student
340 athletes or to maintain the integrity of university operations.

341 **5.3.5.3.2** Any decision to impose leave or restrictions must be based on an individualized
342 assessment, supported by the best available evidence, that the employee (1) poses a credible,
343 substantial risk of harm to an individual student athlete, a group of student athletes, or an athletic
344 program or (2) poses a credible, substantial risk of impeding the lawful activities, educational
345 processes, or operations of the University.

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5.3.6 Complaint Dismissal

5.3.6.1 The director may, at any time, dismiss a complaint or otherwise decline to start or continue an investigation, if

1) the alleged conduct, even if proved, would not constitute a violation of this policy;

2) the complaint alleges conduct that has already been fully investigated and resolved and does not include new allegations, evidence, or harms;

3) the alleged conduct is implausible or so lacking in factual support that there is no reasonable basis to believe a violation occurred;

4) the alleged conduct did not occur in the University's education programs or activities, or does not have effects in the University's programs or activities;

5) the complainant notifies the director in writing that they wish to withdraw their complaint or any specific allegations, or otherwise declines to participate in the process; however, the University may, in its discretion, continue the investigation if it determines that the circumstances warrant doing so.

6) specific circumstances prevent the University from gathering evidence sufficient to reach a determination; or

7) the complaint is filed more than 365 calendar days after the last alleged policy violation, unless the University determines that proceeding is necessary to address an ongoing risk to student athletes.

5.3.6.2 The director or designee shall promptly notify the parties in writing of any dismissal under this section.

5.3.6.3 Such dismissals are final and not subject to further review, except where an appeal is permitted under Policy 162 or other applicable law.

5.3.7 Complaint Resolution Process

5.3.7.1 Informal resolution is not available under this policy.

5.3.7.2 Unless a complaint has been dismissed pursuant to this policy, the assigned director or designee shall initiate an investigation by issuing a Notice of Allegations no later than 30 calendar days after the University receives the complaint and shall ensure the investigation is conducted as thoroughly and expeditiously as possible.

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386 **5.3.7.3** The resolution timeline may be affected by breaks in the academic calendar, the
387 availability of the parties and witnesses (including due to leaves of absence), the scope of the
388 investigation, the need for supportive measures, or unforeseen or exigent circumstances.

389 **5.3.7.4** All standards and procedures for resolving alleged policy violations, including supportive
390 measures, notices, dismissal, investigation, hearing, and appeals, shall follow—to the extent
391 feasible and consistent with this policy—UVU Policy 165.

392 **5.3.8 Sanctions and Remedies**
393
394 **5.3.8.1** Possible sanctions for employees found responsible for conduct adjudicated under this
395 policy include verbal counseling, written warning, probation, reassignment, transfer, demotion,
396 reduction in pay, suspension without pay, and termination of employment.

397 **5.3.8.2** Possible sanctions for non-employees, such as contractors, vendors, or volunteers,
398 include banning the individuals from all or part(s) of the University or terminating business
399 relationships.

400 **5.3.8.3** In addition to the above sanctions, the University may issue an order of no trespassing on
401 campus or in UVU programs, services, and activities.

402 **5.3.8.4** Remedies may also be provided to impacted student athletes to restore or preserve equal
403 access to the University's education programs or activities. These remedies may include
404 adjustments to academic arrangements or assignments, access to counseling services, academic
405 support, campus restrictions, climate assessments, educational training, or other appropriate
406 measures.

407 **5.3.9 Accommodations**

408 **5.3.9.1** Complainants, respondents, and other participants may at any time request
409 accommodations under the *Americans with Disabilities Act (ADA)* through the director, who will
410 refer the request to the appropriate ADA Coordinator and then implement approved
411 accommodations.

412

POLICY HISTORY		
Date of Last Formal Review: Click here to enter a date.		
Due Date of Next Review: Click here to enter a date.		
Date of Last Action	**Action Taken**	**Authorizing Entity**

413

Policy 166 *Abusive Coaching Practices*

POLICY 166 EXECUTIVE SUMMARY
Policy Number and Title: Policy 166 *Abusive Coaching Practices*

Date:	July 8, 2025
Sponsor:	Marilyn Meyer
Steward(s):	Drew Burke
Policy Process:	Compliance Change
Policy Action:	New
Policy Office Editor:	Miranda Christensen
Embedded Attorney:	Ashley Wilson

Issues/Concerns (including fiscal, legal, and compliance impact):

HB 479 (Utah Code § 53B-16-701) requires that all degree-granting institutions with intercollegiate athletic programs adopt and implement a policy addressing abusive coaching practices by November 7, 2025.

NOTE: OGC wants this policy in place by Nov. 7. Therefore, it would need to be approved by President's Council in October and ratified by Boad of Trustees on Dec. 4, 2025.

Suggested Changes:

To comply with the new law, the policy will prohibit abusive conduct as defined in the statute; establish clear complaint procedures and investigation timelines; require mandatory reporting and prohibit discouraging reports; mandate training for athletic department staff; and establish disciplinary sanctions and remedies for violations.

Requested Approval from President's Council: Approval of Compliance Change

Proposed Drafting Committee: Ashley Wilson, Drew Burke, Adam Sanft, Melba Latu

Target Date for Stage 1 Draft to Enter Stage 2: Not applicable

Target Date for Board of Trustees: October 14, 2025

DATE:	**October 14, 2025**
TITLE:	**UVU Policy 444 *Academic Freedom and Information Access***
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Christian Baum, VP of Digital Transformation
SUBJECT:	**Deletion of UVU Policy 444 *Academic Freedom and Information Access***
BACKGROUND:	Academic freedom and information access are covered in other university policies that are up to date. Therefore, this policy is being deleted.
ALTERNATIVES:	**Approve** as presented, "I move to approve Click or tap here to enter text..*"* **Amend** and approve, "I move to approve, as amended, Click or tap here to enter text.." **No action**, "I move that we go to the next agenda item…"
FINANCIAL IMPACT:	
EXHIBITS:	a. Click or tap here to enter text.

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Proposed Policy Number and Title:	444 Academic Freedom and Information Access		
Existing Policy Number and Title:	**444 Academic Freedom and Information Access**		
Approval Process*			
☒ Regular	☐ Temporary	☐ Non-Substantive Change	☐ Compliance Change
☐ New	☐ New	☐ Revision–Limited-Scope	☐ Revision–Limited-Scope
☐ Revision	☐ Revision		☐ Deletion
☒ Deletion	☐ Suspension		
Anticipated Expiration Date (Temporary Policies): Click or tap to enter a date.			

*See UVU Policy 101 *Policy Governing Policies* for process details.

Draft Number and Date: Stage 3 Board of Trustees Draft, Deletion

President's Council Sponsor: Christina Baum   **Ext.**

Policy Steward: Brett McKeachnie   **Ext.**

POLICY APPROVAL PROCESS DATES

Policy Drafting and Revision

Entrance Date: 2/8/2024

University Entities Review

Entrance Date: 2/8/2024

Close Feedback: 10/2/2025

University Community Review

Entrance Date: Not applicable

Open Feedback: Not applicable

Close Feedback: Not applicable

Board of Trustees Review

Entrance Date: 09/25/2025

Approval Date:

POST APPROVAL PROCESS

Verify:

☐ Policy Number
☐ Section
☐ Title
☐ BOT approval
☐ Approval date
☐ Effective date
☐ Proper format of Policy Manual posting
☐ TOPS Pipeline and Archives update

Policy Office personnel who verified and posted this policy to the University Policy Manual

Name:

Date posted and verified:

POLICY TITLE	Academic Freedom and Information Access	Policy Number	444
Section	Facilities, Operations, and Information Technology	Approval Date	October 14, 2004
Subsection	Information Technology	Effective Date	October 14, 2004
Responsible Office	Office of the Vice President of Information Technology		

1.0 PURPOSE

2.0 REFERENCES

2.1 UVU Policy 322 *Employee Rights and Responsibility*

2.2 UVU Policy 443 *Ethics in Computer Usage*

2.3 UVU Policy 444 *Academic Freedom and Information Access*

2.4 UVU Policy 541 *Student Rights and Responsibility Policy*

2.5 UVU Policy 635 *Faculty Rights and Professional Responsibility*

2.6 UVU Policy 637 *Faculty Tenure*

3.0 DEFINITIONS

4.0 POLICY

4.1 To ensure that the same standards and principles of intellectual and academic freedom used in university classrooms, libraries, and other aspects of university life be applied to access for the community to resources available through computer networks. While the resources and discussions on such networks are not truly analogous to classrooms or libraries, the standards of academic freedom used in those settings must be applied. The University's overall principle is that information shall not be censored. This policy is in keeping with the University's commitment to academic freedom, as described in the UVU Policy 541 *Student Rights and Responsibility Policy*, and UVU Policy 322 *Employee Rights and Responsibility*. UVU is a community of scholars in which the ideals of freedom of inquiry, freedom of thought, freedom of

expression, and freedom of the individual are sustained. The commitment is also expressed in UVU Policy 444 *Academic Freedom and Information Access,* UVU Policy 635 *Faculty Rights and Professional Responsibility,* and UVU Policy 637 *Faculty Tenure,* which endorses the "Statement on Academic Freedom in the 1940 Statement of Principles of the American Association of University Professors (AAUP)." The University's commitment parallels the national "Library Bill of Rights," which affirms the importance of making information and ideas available in an environment free from censorship. It is also the policy of the University that the same standards of intellectual and academic freedom developed for faculty, student, and staff publication in traditional media be applied to distribution of ideas and information in electronic media. This policy statement on information access through computer networks compliments the University's overall UVU Policy 443 *Ethics in Computer Usage*, which describes the responsibilities of the University community to use computer resources in an ethical, professional, and legal manner.

4.2 There may be some instances in which resources on the University's computer network shall be made available on a limited basis. The potential reasons for limited dissemination include licensing agreements that define the audience of a given resource, cost factors, and technological constraints.

5.0 PROCEDURES

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity

SUMMARY OF COMMENTS (STAGE 2)

Policy Number and Title: 444 Academic Freedom and Information Access	

Sponsor: Click here to enter the name of the policy's sponsor.
Steward(s): Click here to enter the name(s) of the policy's steward(s).

UVUSA	**Academic Affairs Council**	**Faculty Senate**	**PACE**
Date Presented: _____	Date Presented: _____	Date Presented: _____	Date Presented: _____

Note: Indicate with X whether the comment is editorial (grammar, punctuation, sentence structure) or is a substance comment (content, procedure, etc.)

Campus Entity	Policy Section	Editorial Comment	Substance Comment	Concern	Sponsor/Steward Response
				NO COMMENTS RECEIVED FROM ANY STAGE 2 ENTITIES	

UVU POLICY OFFICE
UTAH VALLEY UNIVERSITY

○ **EXECUTIVE SUMMARY:**

Policy 444 Academic Freedom and Information Access

Date:	**May 29, 2025**
Sponsor:	Christina Baum
Steward(s):	Brett McKeachnie, Kedric Black
Policy Process:	**Regular**
Policy Action:	**Deletion**
Policy Office Editor:	Cara O'Sullivan
Embedded Attorney:	Not applicable.

Issues/Concerns (including fiscal, legal, and compliance impact):
 May 29, 2025, Update: After consulting with Academic Affairs and Dx IT Security, Brett McKeachnie, the policy steward, determined that the deletion of this policy can proceed without Policy 115. This policy is already in Stage 2 and will complete that stage in Fall 2025.

January 25, 2024: Policy 115 *Personal Use of University Property* is a new policy in Stage 1 Drafting that will cover data governance at the University. It will also include the topic covered in Policy 444; therefore, we request that Policy 444 be deleted from the Policy Manual. Policies 444 and 115 will go through the policy process together.

Suggested Changes: Not applicable.

Requested Approval from President's Council: Entrance to Stage 1 Drafting, regular policy process.

Proposed Drafting Committee: Not applicable.

Target Date for Stage 1 Draft to Enter Stage 2: This policy will enter Stage 2 at the same time as Policy 115.

Target Date for Board of Trustees Review: Click here to enter a date.

DATE:	**October 14, 2025**
TITLE:	**Policy 635 *Faculty Rights and Professional Responsibilities***
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Wayne Vaught, Provost Kat Brown, Deputy Provost
SUBJECT:	**Policy 635 *Faculty Rights and Professional Responsibilities***
BACKGROUND:	We have made a limited scope change to clarify teaching expectations, such as taking personal vacation that interfere with holding regular class during the semester, and not altering or reducing their contract teaching period. The other change was technology accessibility requirements regarding Title II changes that we must comply with.
ALTERNATIVES:	• **Approve** as presented, "I move to approve **Policy 635 *Faculty Rights and Professional Responsibilities.*"** • **Amend** and approve, "I move to approve, as amended, **Policy 635 *Faculty Rights and Professional Responsibilities*.**" • **No action**, "I move that we go to the next agenda item…"
FINANCIAL IMPACT:	
EXHIBITS:	a. **Policy 635 *Faculty Rights and Professional Responsibilities***

Proposed Policy Number and Title:	**635** *Faculty Rights and Professional Responsibilities*	
Existing Policy Number and Title:	635 *Faculty Rights and Professional Responsibilities*	
Approval Process*		
☒ Regular	☐ Temporary Emergency	☐ Expedited
☐ New	☐ New	☐ New
☒ Revision-**Limited Scope**	☐ Revision	☐ Revision
☐ Deletion	☐ Suspension	
	Anticipated Expiration Date:	
*See UVU Policy #101 *Policy Governing Policies* for process details.		

Draft Number and Date: Stage 3 Draft, October 9, 2025 Board of Trustees Review

President's Council Sponsor: Marilyn Meyer, Clark Collings, Wayne Vaught   **Ext.**

Policy Steward: Drew Burke, Kat Brown   **Ext.**

POLICY APPROVAL PROCESS DATES

Policy Drafting and Revision

Entrance Date: 08/27/2020

University Entities Review

Entrance Date: 2/27/2025

Close Feedback: 4/24/2025

University Community Review

Entrance Date: NA

Open Feedback: NA

Close Feedback: NA

Board of Trustees Review

Entrance Date: 10/9/2025

Approval Date:

POST APPROVAL PROCESS

Verify:

☐ Policy Number
☐ Section
☐ Title
☐ BOT approval
☐ Approval date
☐ Effective date
☐ Proper format of Policy Manual posting
☐ TOPS Pipeline and Archives update

Policy Office personnel who verified and posted this policy to the University Policy Manual

Name:

Date posted and verified:

UTAH VALLEY UNIVERSITY
Policies and Procedures

1

POLICY TITLE	Faculty Rights and Professional Responsibilities	Policy Number	635
Section	Academics	Approval Date	~~June 25, 2020~~
Subsection	Faculty	Effective Date	~~June 25, 2020~~
Responsible Office	Office of the Provost	Last Review	

1.0 PURPOSE

2 **1.1** Institutions of higher education exist for the common good, which depends upon the free
3 search for knowledge and its free expression. In support of its mission, Utah Valley University is
4 committed to fostering a culture of academic rigor and professional excellence while operating
5 ethically, effectively, and in compliance with legal requirements. These commitments require
6 dedication from the University and its faculty to both academic freedom and professional
7 responsibility. This policy sets forth the rights and responsibilities of faculty members consistent
8 with principles of academic freedom and professional responsibility as articulated in the *1940*
9 *Statement of Principles on Tenure and Academic Freedom and Tenure (AAUP)* and the *1966*
10 *Statement on Professional Ethics (AAUP)*, respectively.

2.0 REFERENCES

11 **2.1** *Family Educational Rights and Privacy Act of 1974 (FERPA)*, 20 U.S.C. § 1232g (1974)

12 **2.2** *Title VII of the Civil Rights Act of 1964*, 42 U.S.C. § 2004 (1971)

13 **2.3** *Title IX of the Educational Amendments of 1972*, 20 U.S.C. § 1681 et seq. (1972)

14 **~~2.4~~** *~~1940 Statement of Principles on Tenure and Academic Freedom,~~* ~~American Association of~~
15 ~~University Professors (AAUP)~~

16 **~~2.5~~** *~~Statement on Professional Ethics,~~* ~~AAUP, 1966, 1987, 2009~~

17 **~~2.6~~2.4** *Institutional Programs Generally*, Utah Code Ann. § 53B-16-101 (2017)

18 **~~2.7~~2.5** *Utah Governmental Immunity Act*, Utah Code Ann. § 63G-7-101 (2017)

19 **2.6** *1940 Statement of Principles on Tenure and Academic Freedom*, American Association of
20 University Professors (AAUP)

21 **2.7** *Statement on Professional Ethics*, AAUP, 1966, 1987, 2009

Policy 635 *Faculty Rights and Professional Responsibilities*

22 **2.8** Utah ~~State~~ Board of ~~Regents~~ Higher Education Policy R312 *Utah System of Higher*
23 *Education and Institutional Missions and Roles*

24 **2.9** Utah ~~State~~ Board of ~~Regents~~ Higher Education Policy R481 *Academic Freedom,*
25 *Professional Responsibility, Tenure, Termination, and Post-Tenure Review*

26 **2.10** Utah Board of ~~Regents~~ Higher Education Policy R482 *Bona Fide Financial Exigency and*
27 *Personnel Reduction*

28 **2.11** Utah Board of ~~Regents~~ Higher Education Policy R485 *Faculty Workload Guidelines*

29 **2.12** Utah Board of ~~Regents~~ Higher Education Policy R840 *Institutional Business*
30 *Communications*

31 **2.13** UVU Policy 114 *Conflict of Interest and Commitment*

32 **2.14** UVU Policy 133 *Compliance with Government Records Access and Management Act*

33 **2.15** UVU Policy 136 *Intellectual Property*

34 **2.16** UVU Policy 137 *Sponsored Programs ~~(Grants, Contracts, Cooperative Agreements)~~*

35 ~~**2.17** UVU Policy 154 *Workplace Violence*~~

36 **2.17** UVU Policy 155 *Alcohol- and Drug-Free Workplace*

37 **2.18** UVU Policy 161 *Freedom of Speech*

38 **2.19** UVU Policy 162 *Title IX Sexual Harassment~~.~~*

39 **2.20** UVU Policy 165 *Discrimination, Harassment, and Affirmative Action*

40 **2.21** UVU Policy 326 *Workplace Conduct*

41 ~~**2.21**~~**2.22** UVU Policy 365 *Consulting Leave*

42 ~~**2.22** U~~VU ~~Policy 324 *Drug-free Workplace*~~

43 **2.23** UVU Policy 541 *Student Code of Conduct*

44 **2.24** UVU Policy 542 *FERPA (Student Records Ac~~t)cess (Student Privacy/FERPA~~)*

45 **2.25** UVU Policy 601 *Classroom Instruction and Management*

46 **2.26** UVU Policy 606 *Adoption of Course Materials and Textbooks*

Policy 635 *Faculty Rights and Professional Responsibilities*

47   **2.27** UVU Policy 632 *Assignment and Advancement in Academic Rank*

48   **2.28** UVU Policy 633 ~~*Annual Faculty Reviews*~~*Faculty Performance Evaluation and Feedback*

49   ~~**2.29** UVU Policy 636 *Research Ethics and Compliance*~~

50   ~~**2.30**~~**2.29** UVU Policy 637 *Faculty Tenure*

51   ~~**2.31**~~**2.30** UVU Policy 639 *Adjunct Faculty*

52   ~~**2.32**~~**2.31** UVU Policy 641 *Salaried Faculty Workload–Academic Year*

53   ~~**2.33**~~**2.32** UVU Policy 644 *Appointment and Responsibilities of Department Chairs*

54   ~~**2.34**~~**2.33** UVU Policy 646 *Faculty Appeals for Retention, Tenure and Promotion*

55   ~~**2.35**~~**2.34** UVU Policy 647 *Faculty Grievance*

56   **2.35** UVU Policy 648 *Faculty Personnel Reduction (Interim Policy)*

57   **2.36** UVU Policy 660~~36~~ *Research Ethics and Compliance*

58   ~~**2.36**~~

3.0 DEFINITIONS

59   **3.1 Civility:** Claiming and caring for one's own identity, needs, or beliefs without degrading
60   someone else or someone else's identity, needs, or beliefs in the process.

61   **3.2 Faculty:** For the purposes of this policy, an employee hired into a faculty position
62   categorized as a full-time, benefits-eligible employee, whether tenured, tenure-track, or non-
63   tenure track.

64   **3.3 Impermissible academic assistance**: Impermissible academic assistance includes but is not
65   limited to the provision or arrangement of

66   **3.3.1** Substantial assistance that is not generally available to an institution's students when this
67   assistance results in the certification of a student-athlete's eligibility to participate in
68   intercollegiate athletics, receive financial aid, or earn an Academic Progress Rate point. While
69   determination of what constitutes 'substantial' assistance is fact-specific, substantial assistance
70   generally includes a considerable amount of assistance provided to the student-athlete that is of
71   significant value to the student-athlete and not generally available or offered to non-student
72   athletes.

Policy 635 *Faculty Rights and Professional Responsibilities*

73 **3.3.2** An academic exception that results in a grade change, academic credit, or fulfillment of a
74 graduation requirement when such an exception is not generally available to the institution's
75 students and the exception results in the certification of a student-athlete's eligibility to
76 participate in intercollegiate athletics, receive financial aid, or earn an Academic Progress Rate
77 point.

78 **3.4 Research misconduct:** Fabrication, falsification, plagiarism, willful disregard of policies
79 related to research, or other practices that seriously deviate from practices that are commonly
80 accepted within the academic research community for proposing, conducting, or reporting
81 research. This does not include honest errors or honest differences in interpretations or
82 judgments of data or data sets interpretation of.

83 **3.5 Retention, tenure, and promotion (RTP) criteria**: Program/department criteria
84 corresponding to teaching, scholarship/creative works, and service, outlining requirements for
85 the achievement of retention (including post-tenure), tenure, and promotion for tenure-track and
86 tenured faculty members in compliance with university policies.

87 **3.6 Sponsored Research:** Systematic study directed toward enhanced scientific or scholarly
88 knowledge or toward understanding of the subject matter, or the use of such knowledge or
89 understanding directed toward the production of useful materials, devices, systems, or methods
90 that is funded through a sponsored program. All sponsored research will be in accordance with
91 Policy 137. Academic tasks undertaken for the sole purpose of furthering personal knowledge or
92 understanding of the subject matter, such as assignments in undergraduate courses, are not
93 considered "research" under this policy.

4.0 POLICY

94 **4.1 Scope of this Policy**

95 **4.1.1** This policy applies to all full-time faculty employed by Utah Valley University, whether
96 tenured, tenure-track, or non-tenure track. Failure by faculty members to comply with the
97 responsibilities stated in this policy may lead to remedial or disciplinary action, up to and
98 including dismissal. (See UVU Policy 639 *Adjunct Faculty* for the rights and responsibilities of
99 adjunct faculty).

100 **4.1.2** Procedures, rights, responsibilities, and duties specified in section 5.0 apply to all faculty
101 members as defined in section 3.3. Procedures, rights, and responsibilities may be specified by
102 individual departments or other university policies or guidelines, as approved by appropriate
103 entities.

104 **4.2 Academic Freedom**

105 **4.2.1** All faculty members are free to discuss any matter in the classroom related to the subject of
106 the course, to explore all avenues of scholarship, research, and creative expression, and to speak
107 or write without institutional discipline or restraint on matters of public concern, inside and
108 outside the academic context, including matters related to professional duties and the functioning
109 of the University. Whether it engenders hostility, pressure, or praise for the University, this
110 freedom of expression shall remain secure for UVU faculty. When faculty members engage in
111 their constitutionally protected exercises of freedom of expression, assembly, and association,
112 including lawful participation in political activities as private citizens, these exercises do not
113 violate their duties to UVU or its members or profession.

114 **4.2.2** When faculty members speak or write as citizens rather than employees, they should be
115 free from university censorship, reprisal, or discipline, but their special position in the
116 community imposes special obligations. As scholars and educational officers, they should
117 remember that the public may judge their profession and their university by their utterances.
118 Hence, at all times they should strive for accuracy, should exercise appropriate restraint, should
119 show respect for the opinions of others, and should make every effort to indicate that they are not
120 speaking for the University (See *AAUP 1940*).

121 **4.2.3** Faculty shall not use academic freedom or freedom of speech as a pretext to discriminate or
122 create a hostile environment within the meaning of Title IX of the Educational Amendments of
123 1972, Title VII of the Civil Rights Act of 1964, or other applicable laws. Academic freedom
124 does not permit faculty members to violate the rights of students or other employees secured by
125 law and UVU policies. Faculty shall also not use academic freedom in the classroom as a pretext
126 to discuss controversial matter that is unrelated to their subject.

127 **4.3 University Obligations to Faculty**

128 **4.3.1** Consistent with Utah law, the University shall provide faculty members support in
129 professional activities inside and outside the classroom, on and off campus, in defense of
130 academic freedom and in defense of any resulting litigation. For purposes of this policy,
131 professional activities are those described or required by each department's RTP criteria.

132 **4.3.2** Faculty members can expect the University to provide a teaching environment adequately
133 equipped and an environment that encourages research, creative works, and professional
134 development appropriate to the mission and demands of a teaching university. Faculty can also
135 expect a working environment free from violence or systematic disruption per university
136 policies.

137 **4.3.3** Faculty members have a right to reasonable assistance from the University in improving
138 their skills and developing their talents related to their job duties.

139 **4.3.4** Subject to university, curriculum, and scheduling needs, faculty members shall be assigned
140 reasonable workloads sufficient to carry out their individual duties consistent with university
141 policy and in accordance with Utah Board of ~~Regents'~~ Higher Education Policy R312 *Utah*

142 *System of Higher Education and Institutional Missions and Roles*, Utah Board of Higher
143 Education Policy R485 *Faculty Workload Guidelines* and UVU Policy 641 *Salaried Faculty*
144 *Workload—Academic Year*.

145 **4.4 General Rights and Responsibilities**

146 **4.4.1** In their interactions with other faculty members, administrators, staff members, and
147 university community members, faculty members shall conduct themselves with reasonable
148 standards of professionalism. Examples of inappropriate behavior include but are not limited to
149 requiring the performance of inappropriate personal services; assigning tasks for punishment
150 rather than for educational or job-related reasons; intentional disruption of teaching, research,
151 service, or administrative activities; and neglect of necessary communications with students and
152 other employees.

153 **4.4.2** Delegated by the Utah State Board of RegentsHigher Education, the President has the
154 authority to develop policy for the institution subject to the approval of the UVU Board of
155 Trustees. Faculty members shall comply with all current university policies and procedures
156 applicable to employees, including faculty.

157 **4.4.3** Faculty members shall competently perform their responsibilities as teachers and members
158 of the faculty at a regional university per Utah Code Section 53B-16-101. Decisions related to a
159 faculty member's competence in the areas of teaching, scholarship, responsibility, and service
160 will be based on UVU policies and guidelines and will be consistent with relevant college or
161 departmental criteria.

162 **4.4.4** In interactions with other faculty members, administrators, staff, and students, faculty
163 members shall conduct themselves with reasonable standards of professionalism and civility.
164 Examples of professionalism and civility include but are not limited to responding promptly to
165 emails and other requests for action from supervisors, faculty peers, staff, and students;
166 facilitating the success of committees in their intended goals through collaboration, constructive
167 discussion, and action; accepting reasonable requests for collaboration pertaining to the faculty's
168 area of study, pedagogical and scholarly goals, or goals of the department and school; addressing
169 disagreements openly, professionally, and respectfully, which can include appropriate mediation,
170 prompt attention to complaints, and good faith efforts to resolve issues; and/or avoiding
171 intentional disruption of teaching, scholarly/creative work, or administrative meetings or
172 activities.

173 **4.4.5** Faculty members shall comply with instructions, whether verbal, written, or electronic,
174 from their chair, dean, provost, or president respecting the timely performance of their essential
175 duties so long as the instructions are consistent with the law and UVU policy, including the
176 rights stated in this policy. Faculty have the right to an unbiased grievance process in accordance
177 with UVU Policy 647 *Faculty Grievances* in matters of department, college or university,
178 employment, or academic concerns.

Policy 635 *Faculty Rights and Professional Responsibilities*

179 **4.4.6** Faculty members have a right to due process commensurate with their faculty
180 appointment—as set forth in Policy 648 and other applicable university policies including Policy
181 648—in any disciplinary matter. This includes a right to be heard, a right to decision and review
182 by impartial persons or bodies, and a right to adequate notice.

183 **4.4.7** To the extent permissible by law and university policy, faculty, staff, administrators, and
184 students have a right to privacy in their dealings with the University, including the right to expect
185 that certain records of their association with the University are treated as confidential. Faculty
186 members shall not access, use, or disclose private or confidential information, unless permitted
187 by applicable law or university policy. Faculty members shall also store and dispose of records
188 containing private or confidential information, including those stored electronically, in
189 accordance with law and university policy.

190 **4.4.8** All faculty members shall complete trainings required by President's Council, their
191 department chair, their dean, or the Provost by the stated deadlines.

192 **4.4.8.1** Faculty members have a right to fair notice of any required trainings in advance of the
193 deadline. Fair notice must be in writing (email is acceptable) and at least 60 calendar days in
194 advance of the deadline, excluding holidays, off-contract periods (e.g., summers), and university-
195 approved leaves of absence (other than vacation, personal, and consulting leave).

196 **4.5 Rights and Responsibilities in Teaching**

197 **4.5.1** Faculty members shall encourage the pursuit of learning in an atmosphere of civility and
198 respect, respect the rights of others, exhibit and foster honest academic conduct, and evaluate
199 students based on fair and objective criteria outlined in the course objectives and syllabi. (See
200 AAUP's *Statement on Professional Ethics*).

201 **4.5.2** Faculty members are entitled to academic freedom in the classroom in discussing their
202 subject, but they should be careful not to introduce into their teaching controversial matter that
203 has no relation to the subject of the course (see AAUP, 1940, 1970). Faculty members shall
204 adhere to the subject matter and course objectives as stated in course catalogs and syllabi.

205 **4.5.3** Faculty members shall not require students to accept their personal beliefs or opinions.
206 Where faculty members find it pedagogically useful to advocate a position on controversial
207 matters, they shall exercise care to ensure that opportunities exist for students to consider other
208 views.

209 **4.5.4** Faculty members have a responsibility to maintain their teaching competence and strive for
210 improvement as needed. Faculty members shall engage in reasonable and substantial preparation
211 for the teaching of their courses, appropriate to the educational objectives to be achieved and
212 consistent with the standards of the discipline. Faculty members shall strive to create learning
213 environments that promote free inquiry and critical thinking.

214 **4.5.5** Faculty members shall meet their obligations pertaining to course instruction, including
215 holding class as scheduled, presenting approved curriculum appropriate to the subject matter,
216 grading and responding to students in a timely manner, grading students on clear and objective
217 standards related to the course, and being available to assist students outside regularly scheduled
218 class times, as determined by the department/school/college.

219 **4.5.6** Any faculty member or employee with authority to assign or recommend course materials
220 for any course offered by the University shall do so based on sound academic values and UVU
221 Policy 606 *Adoption of Course Materials and Textbooks*

222 **4.5.7** UVU is dedicated to providing a fair learning environment to all of its students. Faculty
223 members are prohibited from engaging in impermissible academic assistance as defined above in
224 section 3.3 and as prohibited by the National Collegiate Athletic Association. Faculty members
225 shall participate as necessary in any investigation into allegations of impermissible academic
226 assistance, including facilitating expedited investigations where appropriate.

227 **4.5.8** Faculty members shall not plagiarize ideas and works of students. When faculty members
228 and students work together, appropriate credit shall be given to students. Faculty members shall
229 not limit or curtail the right of any student to publish or otherwise communicate the result of the
230 student's own independent scholarly activities.

231 **4.5.9** Faculty members shall not use their positions and authority to obtain uncompensated labor
232 or to solicit gifts or favors from students. Faculty members shall not ask students to perform
233 services unrelated to legitimate requirements of a course unless the student is reasonably
234 compensated for such services and the service rendered does not violate any law or university
235 policy.

236 **4.6 Rights and Responsibilities in Professional Activities, Scholarship, and Creative Work**

237 **4.6.1** Faculty members have a responsibility to maintain their scholarly/creative competence and
238 strive for improvement as needed.

239 **4.6.2** Faculty members shall uphold the academic and ethical standards of professional behavior
240 in scholarly and creative endeavors established by the University and by their respective
241 discipline(s).

242 **4.6.3** Faculty members are entitled to full freedom in research and creative works and in the
243 publication, display, and exhibition of the results, subject to the acceptable performance of their
244 other academic duties and compliance with state and federal regulations and university policy.

245 **4.6.4** Faculty members shall exercise reasonable care in meeting their obligations to their
246 associates when they are engaged in joint research or some other professional effort.

247 **4.7 Rights and Responsibilities in Service**

Policy 635 *Faculty Rights and Professional Responsibilities*

248 **4.7.1** UVU is committed to serving both university and public communities. Faculty members
249 shall uphold the University's commitment to service by carrying out service relevant to the
250 University's mission and as expected in their respective RTP criteria and/or university policies
251 and procedures.

252 **4.7.2** Except in extenuating circumstances and absent teaching a scheduled course, faculty
253 members shall attend department meetings on a regular basis to provide input regarding
254 department decision-making.

255 **4.7.3** Faculty members shall support their departments, colleges/schools, and University by
256 actively participating in committees, task forces, university councils, and/or other activities
257 relevant to the mission of the University. Faculty members shall be active, responsive,
258 constructive, and civil in their service on committees of all levels. Faculty members shall accept
259 reasonable departmental requests for collaboration pertaining to the faculty's area of study,
260 pedagogical and scholarly goals, or goals of the department and school.

261 **4.7.4** To ensure faculty control over faculty areas, senior faculty members are responsible to
262 provide advice and assistance to their junior faculty colleagues as needed concerning matters
263 including but not limited to retention, tenure, and promotion policies, processes, and criteria.

264 **4.7.5** Faculty members shall perform formal annual reviews and other evaluations of colleagues
265 as may be required by policy; formal evaluations shall be conducted professionally and
266 objectively, respecting and defending the free inquiry of colleagues.

267 **4.7.6** Faculty members shall support their disciplines, professional organizations, and
268 communities by participating in activities and groups that are directly related to their disciplines
269 and to the mission of the University, including but not limited to service in professional societies,
270 planning or chairing conferences or conference sessions, participating in peer review for their
271 professional or discipline organizations, or reviewing materials for publication, exhibit, or
272 performance, per department RTP criteria.

273 **4.8 Rights and Responsibilities to Members of the University Community**

274 **4.8.1** Faculty members shall address workplace conflicts openly, professionally, and respectfully,
275 which can include appropriate mediation, prompt attention to complaints, and good faith efforts
276 to resolve issues.

277 **4.8.1.1** Faculty members have the right to no cost, formal or informal conflict resolution or
278 consultation services or training through university Faculty Relations services when attempting
279 to resolve workplace conflicts. See Section 5.4.6.2.

280 **4.8.2** Faculty members shall not purposely mislead the university by misrepresenting their
281 qualifications as a faculty member or eligibility for university employee benefits.

282   **4.8.3** Faculty members shall avoid exploiting the university's name or their own relation with the
283   university for personal reasons unrelated to their legitimate academic or professional activities.
284   They must not intentionally create the impression, in public appearances or statements, that they
285   are representing the university, unless in fact, they are.

286   **4.8.4** Faculty members shall respect university property and programs, and shall respect and
287   acknowledge, when appropriate, the legitimate activities and contributions of other persons on
288   the university campus.

289   **4.8.5** Faculty members shall not purposely incite others to engage in unlawful activity.

290   **4.8.6** When conducting email correspondence with the university or as required by UVU policies
291   and Utah Board of ~~Regents'~~Higher Education Policy R840, faculty members shall use their
292   university-assigned email. Faculty members and the university shall comply with applicable
293   policies and protocols regarding faculty members' use of email, including UVU Policy 446~~1~~
294   *~~Appropriate Use of Computing Facilities~~Privacy and Disclosure* and the Utah Board of
295   ~~Regents'~~Higher Education Policy R840 *Institutional Business Communications*.

296   **4.8.7** Faculty members are responsible to maintain confidentiality of privileged or confidential
297   information and may face disciplinary action for any unauthorized disclosure or misuse, even if
298   it is unintentional.

299   **4.9 Rights and Responsibilities in University Governance**

300   **4.9.1** Faculty members have the right and responsibility to participate in the governance of the
301   University in accordance with Utah law, Utah Board of ~~Regents'~~Higher Education policies, and
302   university policies.
303
304   **4.9.2** Pursuant to relevant university policies and procedures, faculty members have primary
305   responsibility for curriculum, subject matter and methods of instruction, research, creative
306   works, performance, and faculty status.

307   **4.9.3** Pursuant to relevant university policies and procedures, faculty members have designated
308   responsibilities concerning the following decisions regarding faculty: a) academic appointments,
309   b) reappointments and decisions to not reappoint at midterm review, c) the granting of tenure, d)
310   promotions, and e) dismissal for academic reasons. Recommendations in these matters shall be
311   made by faculty participation through established procedures and authorized by appropriate
312   academic officers and the President, with final action by the Board of Trustees. Scholars in a
313   particular field or activity have the chief competence for judging the academic work of their
314   peers; in such competence, it is implicit that responsibility exists for both adverse and favorable
315   judgments.

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316   **4.9.4** Where their rank and status are appropriate, faculty members have the right to vote on
317   faculty appointments, promotions, and tenure, and to vote for representatives to college and
318   university representative bodies.

319   **4.9.5** Subject to approval by the President, Board of Trustees, federal and state authorities, and
320   accrediting bodies, the faculty set the requirements for the degrees offered, determine when
321   students have met the requirements, and recommend to the President and Board of Trustees the
322   granting of degrees.

UTAH VALLEY UNIVERSITY
Policies and Procedures

5.0 PROCEDURES

323 **5.1 Rights and Responsibilities in Teaching**

324 **5.1.1 Curriculum**

325 **5.1.1.1** Subject to curriculum and accreditation needs and guidelines of departments,
326 colleges/schools, and the University, faculty members shall design, review, and revise
327 curriculum and courses.

328 **5.1.1.2** Faculty members have the right and responsibility to develop and improve their
329 pedagogy, course, and materials.

330 **5.1.2 Course Instruction**

331 **5.1.2.1** Faculty and employees assigning self-authored course materials shall follow UVU Policy
332 606 *Adoption of Course Materials and Textbooks*. Except for reimbursement of out-of-pocket
333 costs, faculty and employees may not accept or retain royalties or any other personal
334 compensation or material benefit from the sale or furnishing of course materials they authored to
335 students in their own classes, in any classes in their department, or department/college for which
336 they have authority to assign or recommend course materials. They may, however, 1) designate
337 such royalties or compensation into a department-wide fund, as approved by the college/school
338 dean in consultation with the university Compliance Officer; or 2) written evidence
339 demonstrating arrangements with the publisher and bookstore under which the faculty member's
340 royalty or personal compensation is deducted from the price of the materials.

341 **5.1.2.2** At the beginning of the course, faculty members shall supply a syllabus for each course
342 they teach that clearly communicates course structure, schedule, student expectations, expected
343 course outcomes and methods of assessment. Each syllabus shall also include the university-
344 approved disability accommodation, religious accommodation, and Title IX statements, which
345 can be found on Canvas. Faculty members set appropriate standards for student performance in
346 their courses, subject to university standards. Faculty members shall adhere to the subject matter
347 and course objectives as stated in course catalogs and syllabi, however, faculty have the right to
348 modify syllabi during a course to meet the needs of the course, provided students have
349 reasonable notice.

350 **5.1.2.3** Faculty members are expected to meet their regularly scheduled classes and hold class for
351 the scheduled length. Alteration of schedules, cancellation or rescheduling of classes may be
352 done only for valid academic reasons and after adequate notice to students and the department
353 chair. Any faculty member anticipating an absence of more than one week in length or two
354 weeks total in a semester must have the approval of their chair and dean before the first absence
355 takes place. Failure to meet scheduled classes without prior notice to students and department
356 chair is excusable only for extenuating reasons beyond the control of faculty members. Faculty

Policy 635 *Faculty Rights and Professional Responsibilities*

357 who wish to alter course schedules, content, or delivery to meet non-~~U~~university professional
358 obligations must seek prior approval as specified in Policy 365 Consulting- *Leave.*

359 **5.1.2.4** Faculty members shall designate and teach courses as an alternative modality such as
360 online or hybrid only after completing the appropriate University approval process established by
361 Academic Affairs.

362 **5.1.2.5** In accordance with school/college guidelines, faculty members with teaching
363 responsibilities shall establish and maintain regular office hours, face to face and/or online, for
364 consultation with students, or otherwise ensure students are able to consult with them in a timely
365 manner on course-related matters.

366 **5.1.2.6** Faculty members shall not require students to attend class or submit any assignments or
367 assessments on a scheduled reading day. Faculty members shall adhere to UVU Policy 601
368 *Classroom Instruction and Management* when holding final exams or other assessments.

369 **5.1.2.7** In accordance with university policies and department or school/college retention, tenure,
370 and promotion criteria, faculty members shall comply with reasonable and appropriate requests
371 for peer, supervisor, and student evaluations of their teaching.

372 **5.1.2.8** Faculty shall store personally identifiable student information only in university-
373 approved locations, systems, or devices.

374 **5.2 Rights and Responsibilities in Professional Activities, Scholarship, and Creative Work**

375 **5.2.1** Faculty members shall submit scholarly or creative works for peer or competitive review
376 per their department's RTP criteria. Such review may occur in a variety of academic or
377 professional venues, including but not limited to, conference presentations and proceedings,
378 symposia, seminars, exhibits, performances, and appropriate scholarly or professional
379 publications.

380 **5.2.2** Research and creative works conducted by faculty shall be in compliance with UVU Policy
381 114 *Conflict of Interest and Commitment* and UVU Policy 136 *Intellectual Property*.
382
383 **5.2.3** Faculty members engaging in sponsored research shall consult with the Office of
384 Sponsored Programs (OSP) and follow applicable University policies.

385 **5.3 Rights and Responsibilities in University Governance**

386 **5.3.1** Tenured and tenure-track faculty members and/or other eligible voters as determined by the
387 department shall have the right to elect and/or recall their department chair by majority vote as
388 provided in Policy 644 *Appointment and Responsibilities of Department Chairs*.

389 **5.3.2** Faculty members have the right to present position-related concerns to their dean through
390 their department chair. If they feel the department chair is not adequately representing them, they
391 have the right to address that concern with the dean. If faculty feel the dean is not adequately
392 representing them, they shall have the right to address that concern with the ~~Associate~~ Deputy
393 Provost directly or through appropriate Faculty Senate representatives by submitting concerns to
394 the Faculty Relations Manager in accordance with UVU Policy 646 *Faculty Grievances*.

POLICY HISTORY		
Date of Last Formal Review: Click here to enter a date.		
Due Date of Next Review: Click here to enter a date.		
Date of Last Action	**Action Taken**	**Authorizing Entity**
April 15, 2010	Approved for Policy Manual	UVU Board of Trustees
June 25, 2020	Approved for Policy Manual	UVU Board of Trustees
August 14, 2020	Nonsubstantive change made in section 2.19: Title of Policy 162 updated from *Sexual Misconduc*t to *Title IX Sexual Harassment*.	UVU Policy Office
September 30, 2020	Non-substantive change made in section 2.0: Policy 636 was renumbered to 660.	President's Council and General Counsel
May 9, 2023	Non-substantive change: Updated reference for Policy 324 *Drug-free Workplace* to Policy 155 *Alcohol- and Drug-free Workplace*.	UVU General Counsel
	Limited scope changes approved as part of consulting policy bundle.	UVU Board of Trustees

395 *****More information on the formal review can be found in Policy 101 section 4.7.3.
396
397

Policy 635 *Faculty Rights and Professional Responsibilities*

POLICY 365 – Consulting Leave EXECUTIVE SUMMARY

Policy Number and Title: 365 *Consulting Leave*, Policy 601 *Classroom Management*, Policy 635 *Faculty Rights and Professional Responsibilities*	
Date:	February 21, 2025
Sponsor:	Marilyn Meyer
Steward(s):	Drew Burke
Policy Process:	Regular
Policy Action:	Revision
Policy Office Editor:	Cara O'Sullivan
Embedded Attorney:	Cathy Jordan

Issues/Concerns (including fiscal, legal, and compliance impact):
The policy lacks clarity or is missing policy guidance in the following areas:

1. Which classification of employees (faculty and staff) are covered and prioritizing university responsibilities versus external employment.

2. There are no limits on the amount of consulting leave that can be used. Leave is fully paid and allows the employee to be paid their full salary and benefits while also being paid for their consulting work.

3. Ensuring employees do not represent their consulting work as affiliated with the University, use UVU trademarks, or improperly utilize university time, property, and resources.

4. Streamlining the request and approval process and ensuring requests align with the employee's expertise, professional development, and university interests.

5. Ensuring eligibility requires completion of required training, conflict of interest disclosure, and no active university sanctions.

Suggested Changes:

Clarity on Policy Scope and Work Commitment: The policy applies to full-time employees, including faculty, executives, and staff. Added clear expectations that employees must prioritize their university responsibilities, and external employment or consulting activities must not interfere with their designated work schedule or duties.

Consulting Leave Provisions: The university allows full-time employees up to 12 unpaid days of consulting leave per calendar year, granted at the university's discretion. This aligns with other USHE institutions.

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Consulting leave must be used when consulting occurs during the designated work schedule, and accrued vacation or personal leave must be used for missed work time.

Employees may consult outside their regular designated work schedule as long as those activities do not negatively affect their university employment, and they do not represent their consulting work as affiliated with the university, use UVU trademarks, or improperly utilize university time, property, and resources.

Authorization and Eligibility: Employees must request and receive prior approval for consulting leave, ensuring it aligns with their expertise, professional development, and university interests. Eligibility requires completion of required training, conflict of interest disclosure, and no active university sanctions.

Restrictions and Compliance: Consulting leave does not apply to university-related activities, personal projects, or consulting unrelated to an employee's expertise. Employees cannot represent their consulting work as affiliated with the university, use UVU trademarks, or improperly utilize university property.

Streamlined Application Process and Administrative Oversight Clarified: Employees must submit a written request detailing the consulting work, dates, and relevance to their expertise.

Supervisors and deans review and approve requests, and Payroll and People and Culture track all consulting leave usage.

Bundled Policy Actions
- Policy 323 – Delete as the content will be moved to and addressed in Policy 365
- Policy 601 - Classroom *Instruction and Management*: References to consulting leave already removed from temporary policy
- Policy 635 – *Guidelines for Consulting*: Update reference in section "2.22 UVU Policy 323 Guidelines for Consulting" to UVU Policy 365 – *Consulting Leave*

Requested Approval from President's Council: This Policy bundle has been stalled in Stage 2 of the policy process. This Executive Summary is a courtesy refresher of the policy updates and changes.

Proposed Drafting Committee: Click here to enter the names of the proposed members of the policy drafting committee.

Target Date for Stage 1 Draft to Enter Stage 2: Click here to enter a date.

Policy 635 *Faculty Rights and Professional Responsibilities*

Target Date for Board of Trustees Review: Click here to enter a date.

Programs

Program Proposals for UVU Board of Trustees - October 2025

Approval Type	School/College	Program Name	Justification
New	College Humanities and Social Sciences	Gerontology, Minor	This minor transitions the existing undergraduate certficate to enhance its accessibility, visbility, and appeal to students across different academic and career
New	College Humanities and Social Sciences	Japanese, Minor	This minor responds to strong and sustained student interest, with over 270 students currently enrolled in Japanese courses.
New	College of Science	Geography and Environmental Studies, B.S.	This bachelor's degree consolidates the existing Geography and Environmental Studies bachelor's degrees into a single, integrated program that offers flexible specialization tracks to better serve student and industry
New	Smith College of Engineering and Technology	Electrical Engineering, Minor	This minor equips students in related fields such as computer science, computer engineering, mechanical engineering, and physics with essential skills in circuit analysis, signal processing, power systems, and electromagnetics.
New	Smith College of Engineering and Technology	Information Systems - Applied Artificial Intelligence Emphasis, B.S.	Artificial Intelligence (AI) incorporates aspects of data science and analytics, machine learning, software and hardware development, system integration, and process automation. All of these fields are consistently listed among the most in-demand job sectors. This proposal is in line with industry experts, analysis of labor market demands and assessment of student interest.
New	Woodbury School of Business	Client Accounting and Advisory Services, Undergraduate Certificate	This undergraduate certificate prepares students for the growing demand in industry-based and outsourced accounting roles. Since most students pursue careers outside of traditional public accounting, this certificate equips them with practical skills in areas such as bookkeeping, controllership, and advisory services.

"I move to approve the (Creation/Modification/Inactivation) of (Program) from the (College/School)."

Program Proposals for UVU Board of Trustees - October 2025

Approval Type	School/College	Program Name	Justification
New	Woodbury School of Business	Strategic Foresight and Business, B.S.	This bachelor's degree responds to strong industry demand for graduates with this specialized skill set. As the first bachelor's degree in this field offered in the United States, it positions UVU as a national leader in preparing students for the future of business. The program complements existing degrees in Business and Analysis, Operations and Supply Chain, and International Business, while introducing strategic thinking from the start and fostering adaptability to rapidly changing environments.
Modification	College of Science	Molecular Biosciences and Biotechnology, B.S.	This program modification updates the Biotechnology, B.S. with a new title, reduces the degree to 120 credits, and expands options to increase student flexibility, appeal, and workforce relevance.
Modification	Smith College of Engineering and Technology	Computer Science, B.S. as stand alone degree with Tracks	This program modification restructures the Computer Science, B.S. by replacing the three existing emphases with tracks embedded within the degree.
Modification	Smith College of Engineering and Technology	Information Systems - Data Analytics Emphasis, B.S.	This program modification updates the title of the Information Systems, B.S. emphasis from Business Intelligence Systems to Data Analytics to reflect current industry terminology and course content.
Discontinuance	Smith College of Engineering and Technology	Cybersecurity, Graduate Certificate	This program discontinuance reflects consistently low enrollment and completion, as students overwhelmingly choose the Master of Science in Cybersecurity for its more comprehensive academic and professional
Discontinuance	Smith College of Engineering and Technology	(Computer Science, B.S. as stand alone) Secure Computing Emphasis Computer Science Emphasis Full Stack Web Development Emphasis	This program discontinuance supports restructuring the Computer Science, B.S. by replacing the three existing emphases with tracks embedded within the degree.

"I move to approve the (Creation/Modification/Inactivation) of (Program) from the (College/School)."

Program Inactivation Proposal

(Inactivation of Emphases – Placing the curriculum within a stand-alone Computer Science BS as Tracks)
Date Submitted: 2025-03-11T19:38:27Z

Viewing: BS-COSC3-COSC : Computer Science - Computer Science Emphasis, B.S.

Last approved: 2025-01-04T00:47:04Z

Last edit: 2025-03-11T19:38:24Z

Changes proposed by: 10799997

Final Catalog
2026-2027

Rationale for Inactivation
Moving courses to a track within the CS degree. All courses will continue to be taught.

Attachment
3-5-2025 CS Dept Mtg Agenda & Mins.pdf
BS_CompSci_CS_Emph_Del_202640_R401.pdf
BS_Comp_Sci_Comp_Sci_Emph_Teachout_Plan_202640.docx

Faculty Member:
UVID:

Name:

E-mail:

No Approval Workflow

Are you editing a minor or an emphasis?

Proposed Effective Term

Effective Catalog Year
2026-2027

Department
CSE - Computer Science
College/School
EN - Smith College of Engineering and Technology

Program type
Emphasis

Program title
Computer Science - Computer Science Emphasis, B.S.

CIP code is listed in the program core

Program code
BS-COSC3-COSC

Will this program be offered fully online?

Does this program have specialized accreditation or will it be pursued?

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program

Program Description

Computer Science spans the range from theory through programming to cutting-edge development of computing solutions. Computer Scientists master the theory and practice of computing, and explore new and exciting ways to use computers. Systems like Google and Amazon are created by computer scientists.

Core Associated Program
BS-COSC2 - Computer Science, B.S.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

PLO	
1	Graduates are proficient in using data structures and algorithms.
2	Graduates understand the foundations of computer architecture.
3	Graduates are able to develop solutions to significant computing problems.
4	Graduates will have a thorough understanding of the theory and constructs of programming languages
5	Graduates understand the theoretical foundations of computation
6	Graduates understand the principles and components of operating systems.
7	Graduates have proficiency in the mathematical skills needed in computer science (viz. discrete mathematics, basic probability and statistics, basic differential and integral calculus)
8	Students understand the fundamentals of net-centric computing

Do all the courses in this program proposal currently exist?

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
Computer Science Requirements		81 Credits
Complete the requirements		81
Emphasis Requirements		39 Credits
Minimum grade of C- required in these courses.		
CS 3250	Java Software Development	3
or CS 3260	CsharpNET Software Development	
or CS 3270	Python Software Development	
or CS 3370	C Plus Plus Software Development	
or CS 3380	JavaScript Software Development	
or CS 3390R	Advanced Programming Language Other	
CS 3310	Analysis of Algorithms	3
CS 3450	Principles and Patterns of Software Design	3

Course List

Code	Title	Credit Hours
CS 4380	Advanced High Performance Computer Architecture	3
CS 4450	Analysis of Programming Languages	3
CS 4470	Artificial Intelligence	3
Emphasis Elective Requirements:		18
Complete 18 credits from CS 2690, CS 2700, ECE 4850, any CS 3000 or 4000 level course not already required. (Minimum grade of C- required in these courses.)		
Senior Elective Requirements:		3
Complete 3 credits from any CS 4000 level course not already required. This does not include class numbers that end in R; R courses are not approved for this credit.		

Degree Map

Plan of Study Grid

First Year

	Semester 1	Credit Hours
CS 1400	Fundamentals of Programming	3
ENGL 1010	Introduction to Academic Writing	3
MATH 1210	Calculus I	4
GE		3
GE		3
	Credit Hours	16

	Semester 2	
CS 1410	Object Oriented Programming	3
CS 2810	Computer Organization and Architecture	3
ENGL 2010	Intermediate Academic Writing	3
GE		3
GE		3
	Credit Hours	15

Second Year

	Semester 3	
CS 2300	Discrete Mathematical Structures I	3
CS 2420	Introduction to Algorithms and Data Structures	3
CS 2370	C Plus Plus Programming	3

CS 2600	Computer Networks I	3
GE		3
	Credit Hours	15

Semester 4

CS 2450	Software Engineering	3
CS 2550	Web Programming I	3
GE		3
Core Science		4
Core Science Lab		1
	Credit Hours	14

Third Year

Semester 5

CS 3310	Analysis of Algorithms	3
CS 3240	Discrete Mathematical Structures II	3
CS 3520	Database Theory	3
CS 3100	Data Privacy and Security	3
CS 3250	Java Software Development	3
	Credit Hours	15

Semester 6

CS 3060	Operating Systems Theory	3
CS 3450	Principles and Patterns of Software Design	3
ECE 3710 or STAT 2050	Applied Probability and Statistics for Engineers and Scientists or Introduction to Statistical Methods	3
GE		3
CS Elective		3
	Credit Hours	15

Fourth Year

Semester 7

CS 4380	Advanced High Performance Computer Architecture	3
CS 4450	Analysis of Programming Languages	3
CS 4470	Artificial Intelligence	3
CS Elective		3
CS Elective		3
	Credit Hours	15

Semester 8

CS 3050G	Global Social and Ethical Issues in Computing	3
Senior CS Elective		3
CS Elective		3
CS Elective		3
CS Elective		3

| | Credit Hours | 15 |
| | Total Credit Hours | 120 |

Program Total Credits

Do the total credits for the program exceed the standard amount allowed for the degree type?

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
BS_COSC_COSC 2023 hijack proposal.pdf

Administrative Comments

Reviewer Comments

Emphasis Associated Program

Course List

Code	Title	Credit Hours
Total Credit Hours		120
General Education Requirements		31 Credits
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing Modified Course	3

Code	Title	Credit Hours
MATH 1210	Calculus I [1]	4
American Institutions		3
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
HIST 2700 & HIST 2710	US History to 1877 and US History since 1877 (6)	
POLS 1000	American Heritage (3)	
POLS 1100	American National Government (3)	
Arts		3
Humanities		3
Life Sciences		3
Physical Sciences		3
Social & Behavioral Sciences		3
Personal, Professional, and Civic Growth		3
Discipline Core Requirements		56 Credits
Complete one of the following course/lab combinations:		5
BIOL 1610 & BIOL 1615	College Biology I and College Biology I Laboratory (5)	
CHEM 1210 & CHEM 1215	Principles of Chemistry I and Principles of Chemistry I Laboratory (5)	
PHYS 2020 & PHYS 2025	College Physics II and College Physics II Lab (5)	
PHYS 2010 & PHYS 2015	College Physics I and College Physics I Lab (5)	
PHYS 2210 & PHYS 2215	Physics for Scientists and Engineers I and Physics for Scientists and Engineers I Lab (5)	
PHYS 2220 & PHYS 2225	Physics for Scientists and Engineers II and Physics for Scientists and Engineers II Lab (5)	

Course List

Code	Title	Credit Hours
GEO 1010 & GEO 1015 & GEO 2020R	Introduction to Geology and Introduction to Geology Laboratory and Science Excursion Modified Course (5)	
Minimum grade of C- required in these courses.		
Complete one of the following:		6
CS 1400 & CS 1410	Fundamentals of Programming and Object Oriented Programming (6)	
CS 1420	Accelerated Introduction to Programming (undefined) (and an additional 3 credit CS elective not already completed) [2]	
CS 2300	Discrete Mathematical Structures I	3
CS 2370	C Plus Plus Programming	3
CS 2420	Introduction to Algorithms and Data Structures Modified Course	3
CS 2450	Software Engineering	3
CS 2550	Web Programming I Modified Course	3
CS 2600	Computer Networks I	3
CS 2810	Computer Organization and Architecture	3
CS 2900	Data Privacy and Security Modified Course	3
CS 3050G	Global Social and Ethical Issues in Computing	3
CS 3060	Operating Systems Theory Modified Course	3
CS 3240	Discrete Mathematical Structures II	3
CS 3250	Java Software Development	3
or CS 3260	CsharpNET Software Development	
or CS 3270	Python Software Development	
or CS 3370	C Plus Plus Software Development	
or CS 3390R	Advanced Programming Language Other	
CS 3310	Analysis of Algorithms	3

Course List

Code	Title	Credit Hours
CS 3520	Database Theory	3
ECE 3710	Applied Probability and Statistics for Engineers and Scientists	3
or STAT 2050	Introduction to Statistical Methods	
Recommended Tracks		33 Credits
Complete 33 credits from the following recommended tracks. Minimum grade of C- required in track courses.		33
CS Track		
CS 3450	Principles and Patterns of Software Design (3)	
CS 4380	Advanced High Performance Computer Architecture (3)	
CS 4450	Analysis of Programming Languages (3)	
CS 4470	Artificial Intelligence (3)	
Complete 18 credits from CS 2700, ECE 4850, any CS 3000 or 4000 level course not already required. (Minimum grade of C- required in these courses.)		
Senior Elective Requirements; R courses are not approved for this credit.		
Full Stack Web Development Track		
CS 3380	JavaScript Software Development (3)	
CS 3410	Human Factors in Software Development (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3660	Web Programming II (3) Modified Course	
CS 3680	Mobile Device Programming (3) Modified Course	
CS 4880	Cloud Computing (3) Modified Course	
CS 4900	Full Stack Web Senior Capstone (3) Modified Course	
Complete 12 credits from CS 2700, ECE 4850, or any CS 3000 or 4000 level course not already required.		
Secure Computing Track		

<div align="center">Course List</div>

Code	Title	Credit Hours
IT 1510	Introduction to System Administration--Linux/UNIX (3)	
IT 3510	Advanced System Administration--Linux/UNIX (3)	
CS 3110	Applied Cryptography (3) Modified Course	
CS 3120	Ethical Hacking Tools Development (3) Modified Course	
CS 3140	Network and Cloud Security (3) Modified Course	
or CYBR 4350	Web and Application Security	
CS 4120	Security Vulnerability Analysis (3) Modified Course	
or CYBR 3750	Malware Reverse Engineering	
CS 4200	Secure Computing Capstone (3)	
Complete 12 credits from the following. Minimum grade of C- required in these courses.		
CYBR 4250	Database Security and Auditing (3)	
CYBR 4450	Internet of Things Security (3)	
CYBR 4550	Threat Hunting and Incident Response (3)	
CYBR 4650	Industrial Control Systems Security (3)	
CYBR 4850	Digital Forensics Investigations (3)	
CYBR 4800	Advanced Mobile Devices Forensics (3)	
Any CS 3000 0r 4000 level course not already required		
Artificial Intelligence Track		
MATH 2270	Linear Algebra (3)	
CS 4470	Artificial Intelligence (3)	
CS 4700	Machine Learning (3) Modified Course	
CS 4710	Deep Learning (3) Modified Course	
or CS 4730	Natural Language Programming Foundations and Applications	
or CS 4480	Digital Image Processing and Computer Vision	
CS 4720R	AI Business and Tech Solutions (undefined)	

Course List

Code	Title	Credit Hours
Complete 9 hours from the following:		
CS 2700	Causal Inference (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3540	Game Programming (3)	
CS 3800	Data Science Through Statistical Reasoning (3)	
CS 3820	Visualization Analytics for Data Science (3)	
CS 4770	Software Development for Robotics (3)	
Complete 9 hours from the following:		
MATH 1220	Calculus II (4)	
MATH 2210	Calculus III (4)	
MATH 3640	Introduction to Optimization (3)	

[1] Any CS 3000+ course not already required.

[2] Minimum grade required (see Graduation Requirements).

If students choose CS 1420, please see advisor.

Key: 429

Program Inactivation Proposal

(Inactivation of Emphases – Placing the curriculum within a stand-alone Computer Science BS as Tracks)
Date Submitted: 2025-03-11T19:40:00Z

Viewing: BS-COSC3-FSWD : Computer Science - Full Stack Web Development Emphasis, B.S.

Last approved: 2025-01-04T00:47:06Z

Last edit: 2025-03-11T19:39:57Z

Changes proposed by: 10799997

Final Catalog
2026-2027

Rationale for Inactivation
Moving course to a track within the CS degree.

Attachment
BS_Comp_Sci_Full_Stack_Web_Emph_Teachout_Plan_202640.docx
3-5-2025 CS Dept Mtg Agenda & Mins.pdf
BS_CompSci_Full_Stack_Web_Emph_Del_202640_R401.pdf

Faculty Member:
UVID:

Name:

E-mail:

No Approval Workflow

Are you editing a minor or an emphasis?

Proposed Effective Term

Effective Catalog Year
2026-2027

Department
CSE - Computer Science
College/School
EN - Smith College of Engineering and Technology

Program type
Emphasis

Program title
Computer Science - Full Stack Web Development Emphasis, B.S.

CIP code is listed in the program core

Program code
BS-COSC3-FSWD

Will this program be offered fully online?

Does this program have specialized accreditation or will it be pursued?

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program

Program Description

The Full Stack Web Development Emphasis in the Computer Science degree program prepares students with strong web design and programming skills. To core Computer Science courses, it adds in-depth knowledge and skills required to develop browser-based software that spans front-end, back-end, database and distributed internet applications.

Core Associated Program
BS-COSC2 - Computer Science, B.S.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

PLO	
1	Design the architecture of full stack web systems.
2	Develop full stack web applications that provide web services and consume web services.
3	Develop web infrastructure for building web systems.
4	Design data systems that support the special needs of web applications.

Do all the courses in this program proposal currently exist?

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
Computer Science Requirements		81 Credits
Complete the requirements		81
Emphasis Requirements		39 Credits
Minimum grade of C- required in these courses.		
CS 3250	Java Software Development	3
or CS 3260	CsharpNET Software Development	
or CS 3370	C Plus Plus Software Development	
or CS 3390R	Advanced Programming Language Other	
CS 3380	JavaScript Software Development	3
CS 3410	Human Factors in Software Development	3
CS 3530	Data Management For Data Sciences	3
CS 3660	Web Programming II	3
CS 3680	Mobile Device Programming	3
CS 4690	Distributed Internet Application Development	3
CS 4880	Cloud Computing	3
CS 4900	Full Stack Web Senior Capstone	3

Course List

Code	Title	Credit Hours
	Complete 12 credits from CS 2690, CS 2700, ECE 4850, or any CS 3000 or 4000 level course not already required. (Minimum grade of C- required in these courses.)	12

Degree Map

Plan of Study Grid

First Year

	Semester 1	Credit Hours
CS 1400	Fundamentals of Programming	3
ENGL 1010	Introduction to Academic Writing	3
MATH 1210	Calculus I	4
GE		3
GE		3
	Credit Hours	16

	Semester 2	Credit Hours
CS 1410	Object Oriented Programming	3
CS 2810	Computer Organization and Architecture	3
ENGL 2010	Intermediate Academic Writing	3
ECE 3710 or STAT 2050	Applied Probability and Statistics for Engineers and Scientists or Introduction to Statistical Methods	3
GE		3
	Credit Hours	15

Second Year

	Semester 3	Credit Hours
CS 2300	Discrete Mathematical Structures I	3
CS 2420	Introduction to Algorithms and Data Structures	3
CS 2600	Computer Networks I	3
CS 2370	C Plus Plus Programming	3
GE		3
	Credit Hours	15

	Semester 4	Credit Hours
CS 2450	Software Engineering	3
CS 2550	Web Programming I	3
COMM 1020	Public Speaking	3
Core Science		4
Core Science Lab		1
	Credit Hours	14

Third Year

Semester 5

CS 3380	JavaScript Software Development	3
CS 3410	Human Factors in Software Development	3
Complete one of the following:		3
CS 3250	Java Software Development	
CS 3260	CsharpNET Software Development	
CS 3370	C Plus Plus Software Development	
GE		3
GE		3
	Credit Hours	15

Semester 6

CS 3060	Operating Systems Theory	3
CS 3240	Discrete Mathematical Structures II	3
CS 3520	Database Theory	3
CS 3660	Web Programming II	3
CS Elective		3
	Credit Hours	15

Fourth Year

Semester 7

CS 3530	Data Management For Data Sciences	3
CS 3680	Mobile Device Programming	3
CS 4690	Distributed Internet Application Development	3
CS Elective		3
GE		3
	Credit Hours	15

Semester 8

CS 4900	Full Stack Web Senior Capstone	3
CS 3050G	Global Social and Ethical Issues in Computing	3
CS 4880	Cloud Computing	3
CS Elective		3
CS Elective		3
	Credit Hours	15
	Total Credit Hours	120

Program Total Credits

Do the total credits for the program exceed the standard amount allowed for the degree type?

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation

Administrative Comments

Reviewer Comments

Emphasis Associated Program

Course List		
Code	**Title**	**Credit Hours**
Total Credit Hours		120
General Education Requirements		31 Credits
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing Modified Course	3
MATH 1210	Calculus I [1]	4
American Institutions		3
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
HIST 2700 & HIST 2710	US History to 1877 and US History since 1877 (6)	
POLS 1000	American Heritage (3)	

Course List

Code	Title	Credit Hours
POLS 1100	American National Government (3)	
Arts		3
Humanities		3
Life Sciences		3
Physical Sciences		3
Social & Behavioral Sciences		3
Personal, Professional, and Civic Growth		3
Discipline Core Requirements		56 Credits
Complete one of the following course/lab combinations:		5
BIOL 1610 & BIOL 1615	College Biology I and College Biology I Laboratory (5)	
CHEM 1210 & CHEM 1215	Principles of Chemistry I and Principles of Chemistry I Laboratory (5)	
PHYS 2020 & PHYS 2025	College Physics II and College Physics II Lab (5)	
PHYS 2010 & PHYS 2015	College Physics I and College Physics I Lab (5)	
PHYS 2210 & PHYS 2215	Physics for Scientists and Engineers I and Physics for Scientists and Engineers I Lab (5)	
PHYS 2220 & PHYS 2225	Physics for Scientists and Engineers II and Physics for Scientists and Engineers II Lab (5)	
GEO 1010 & GEO 1015 & GEO 2020R	Introduction to Geology and Introduction to Geology Laboratory and Science Excursion Modified Course (5)	
Minimum grade of C- required in these courses.		
Complete one of the following:		6
CS 1400 & CS 1410	Fundamentals of Programming and Object Oriented Programming (6)	

Course List

Code	Title	Credit Hours
CS 1420	Accelerated Introduction to Programming (undefined) (and an additional 3 credit CS elective not already completed) [2]	
CS 2300	Discrete Mathematical Structures I	3
CS 2370	C Plus Plus Programming	3
CS 2420	Introduction to Algorithms and Data Structures Modified Course	3
CS 2450	Software Engineering	3
CS 2550	Web Programming I Modified Course	3
CS 2600	Computer Networks I	3
CS 2810	Computer Organization and Architecture	3
CS 2900	Data Privacy and Security Modified Course	3
CS 3050G	Global Social and Ethical Issues in Computing	3
CS 3060	Operating Systems Theory Modified Course	3
CS 3240	Discrete Mathematical Structures II	3
CS 3250	Java Software Development	3
or CS 3260	CsharpNET Software Development	
or CS 3270	Python Software Development	
or CS 3370	C Plus Plus Software Development	
or CS 3390R	Advanced Programming Language Other	
CS 3310	Analysis of Algorithms	3
CS 3520	Database Theory	3
ECE 3710	Applied Probability and Statistics for Engineers and Scientists	3
or STAT 2050	Introduction to Statistical Methods	
Recommended Tracks		33 Credits

Course List

Code	Title	Credit Hours
Complete 33 credits from the following recommended tracks. Minimum grade of C- required in track courses.		33
CS Track		
CS 3450	Principles and Patterns of Software Design (3)	
CS 4380	Advanced High Performance Computer Architecture (3)	
CS 4450	Analysis of Programming Languages (3)	
CS 4470	Artificial Intelligence (3)	
Complete 18 credits from CS 2700, ECE 4850, any CS 3000 or 4000 level course not already required. (Minimum grade of C- required in these courses.)		
Senior Elective Requirements; R courses are not approved for this credit.		
Full Stack Web Development Track		
CS 3380	JavaScript Software Development (3)	
CS 3410	Human Factors in Software Development (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3660	Web Programming II (3) Modified Course	
CS 3680	Mobile Device Programming (3) Modified Course	
CS 4880	Cloud Computing (3) Modified Course	
CS 4900	Full Stack Web Senior Capstone (3) Modified Course	
Complete 12 credits from CS 2700, ECE 4850, or any CS 3000 or 4000 level course not already required.		
Secure Computing Track		
IT 1510	Introduction to System Administration--Linux/UNIX (3)	
IT 3510	Advanced System Administration--Linux/UNIX (3)	
CS 3110	Applied Cryptography (3) Modified Course	
CS 3120	Ethical Hacking Tools Development (3) Modified Course	
CS 3140	Network and Cloud Security (3) Modified Course	

Code	Title	Credit Hours
or CYBR 4350	Web and Application Security	
CS 4120	Security Vulnerability Analysis (3) Modified Course	
or CYBR 3750	Malware Reverse Engineering	
CS 4200	Secure Computing Capstone (3)	
Complete 12 credits from the following. Minimum grade of C- required in these courses.		
CYBR 4250	Database Security and Auditing (3)	
CYBR 4450	Internet of Things Security (3)	
CYBR 4550	Threat Hunting and Incident Response (3)	
CYBR 4650	Industrial Control Systems Security (3)	
CYBR 4850	Digital Forensics Investigations (3)	
CYBR 4800	Advanced Mobile Devices Forensics (3)	
Any CS 3000 0r 4000 level course not already required		
Artificial Intelligence Track		
MATH 2270	Linear Algebra (3)	
CS 4470	Artificial Intelligence (3)	
CS 4700	Machine Learning (3) Modified Course	
CS 4710	Deep Learning (3) Modified Course	
or CS 4730	Natural Language Programming Foundations and Applications	
or CS 4480	Digital Image Processing and Computer Vision	
CS 4720R	AI Business and Tech Solutions (undefined)	
Complete 9 hours from the following:		
CS 2700	Causal Inference (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3540	Game Programming (3)	
CS 3800	Data Science Through Statistical Reasoning (3)	

Course List

Code	Title	Credit Hours
CS 3820	Visualization Analytics for Data Science (3)	
CS 4770	Software Development for Robotics (3)	
Complete 9 hours from the following:		
MATH 1220	Calculus II (4)	
MATH 2210	Calculus III (4)	
MATH 3640	Introduction to Optimization (3)	

[1] Any CS 3000+ course not already required.

Minimum grade required (see Graduation Requirements).

[2] If students choose CS 1420, please see advisor.

Key: 533

Program Inactivation Proposal

(Inactivation of Emphases – Placing the curriculum within a stand-alone Computer Science BS as Tracks)
Date Submitted: 2025-03-11T21:00:02Z

Viewing: **BS-COSC3-SCMP : Computer Science - Secure Computing Emphasis, B.S.**

Last approved: 2024-12-20T20:15:46Z

Last edit: 2025-03-11T20:59:59Z

Changes proposed by: 10799997

Final Catalog
2026-2027

Rationale for Inactivation
Moving courses to a track within the CS degree. All courses will continue to be taught.

Attachment
3-5-2025 CS Dept Mtg Agenda & Mins.pdf
BS_CompSci_Sec_Comp_Emph_Del_202640_R401.pdf
BS_Comp_Sci_Sec_Comp_Emph_Teachout_Plan_202640.docx

Faculty Member:
UVID:

Name:

E-mail:

No Approval Workflow

Are you editing a minor or an emphasis?

Proposed Effective Term

Effective Catalog Year
2026-2027

Department
CSE - Computer Science
College/School
EN - Smith College of Engineering and Technology

Program type
Emphasis

Program title
Computer Science - Secure Computing Emphasis, B.S.

CIP code is listed in the program core

Program code
BS-COSC3-SCMP

Will this program be offered fully online?

Does this program have specialized accreditation or will it be pursued?

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program

Program Description

The Bachelor of Science in Computer Science with Secure Computing emphasis is a degree to provide a solid foundation in secure computing and develop advanced skills to master the technical details to develop complex systems securely. It consists mainly of 36 credit hours of security-focused classes, 30 core computer science classes, plus several additional computer sciences elective courses to have the greatest practical applicability. The degree will highly qualify students to meet the high-demand workforce in the security domain.

Core Associated Program

BS-COSC2 - Computer Science, B.S.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Analyze a complex computing problem and apply principles of computing and other relevant disciplines to identify solutions.
2	Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
3	Communicate effectively in a variety of professional contexts.
4	Recognize professional responsibilities and make informed judgements in computing practice based on legal and ethical principles.
5	Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.
6	Apply security principles and practices to maintain operations in the presence of risks and threats.

Do all the courses in this program proposal currently exist?

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
Computer Science Requirements		81 Credits
Complete the requirements		81
Emphasis Requirements		39 Credits
IT 1510	Introduction to System Administration--Linux/UNIX	3
CS 2690	Computer Networks II	3
CS 3250	Java Software Development	3
or CS 3260	CsharpNET Software Development	
or CS 3270	Python Software Development	
or CS 3370	C Plus Plus Software Development	
or CS 3380	JavaScript Software Development	

Course List

Code	Title	Credit Hours
IT 3510	Advanced System Administration--Linux/UNIX	3
CS 3110	Applied Cryptography	3
CS 3120	Ethical Hacking Tools Development	3
CS 3140	Network and Cloud Security	3
or CYBR 4350	Web and Application Security	
CS 4120	Security Vulnerability Analysis	3
or CYBR 3750	Malware Reverse Engineering	
CS 4200	Secure Computing Capstone	3
Complete 12 credits from any CS 3000 or 4000 level course not already required. (Minimum grade of C- required in these courses.)		12

Degree Map

Plan of Study Grid

First Year

	Semester 1	**Credit Hours**
CS 1400	Fundamentals of Programming	3
ENGL 1010 or ENGH 1005	Introduction to Academic Writing or Foundations of Academic Writing	3
MATH 1210	Calculus I	4
GE		3
GE		3
	Credit Hours	16

	Semester 2	
CS 1410	Object Oriented Programming	3
CS 2810	Computer Organization and Architecture	3
ENGL 2010	Intermediate Academic Writing	3
GE		3
GE		3
	Credit Hours	15

Second Year

	Semester 3	
CS 2300	Discrete Mathematical Structures I	3
CS 2420	Introduction to Algorithms and Data Structures	3

CS 2370	C Plus Plus Programming	3
CS 2600	Computer Networks I	3
GE		3
	Credit Hours	15

Semester 4

CS 2450	Software Engineering	3
CS 2550	Web Programming I	3
CS 2690	Computer Networks II	3
Core Science		4
Core Science Lab		1
	Credit Hours	14

Third Year

Semester 5

CS 3100	Data Privacy and Security	3
CS 3240	Discrete Mathematical Structures II	3
CS 3520	Database Theory	3
IT 1510	Introduction to System Administration--Linux/UNIX	3
Complete one of the following:		3
CS 3250	Java Software Development	
CS 3260	CsharpNET Software Development	
CS 3270	Python Software Development	
CS 3370	C Plus Plus Software Development	
CS 3380	JavaScript Software Development	
	Credit Hours	15

Semester 6

CS 3060	Operating Systems Theory	3
CS 3110	Applied Cryptography	3
IT 3510	Advanced System Administration--Linux/UNIX	3
ECE 3710 or STAT 2050	Applied Probability and Statistics for Engineers and Scientists or Introduction to Statistical Methods	3
CS Elective		3
	Credit Hours	15

Fourth Year

Semester 7

CS 3120	Ethical Hacking Tools Development	3
CS 3140 or CYBR 4350	Network and Cloud Security or Web and Application Security	3
CS Elective		3
GE		3
GE		3

	Credit Hours	15

Semester 8

CS 4120 or CYBR 3750	Security Vulnerability Analysis or Malware Reverse Engineering	3
CS 3050G	Global Social and Ethical Issues in Computing	3
CS 4200	Secure Computing Capstone	3
CS Elective		3
CS Elective		3
	Credit Hours	15
	Total Credit Hours	120

Program Total Credits

Do the total credits for the program exceed the standard amount allowed for the degree type?

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
6-29-2022 Dept Mtg Minutes & Presentation.pdf
12-01-2021 Dept Mtg Minutes.docx
CET - BS Secure Computing.docx
CS Secure Computing Budget.xlsx
Secure Computing 80 miles.pdf
Secure Computing Bachelors Final ex sum .pdf
Secure Computing Bachelors Utah.pdf
Secure computing labor market analysis nov 2021 (1).pdf
SECURE COMPUTING, BS.pdf
CS Secure Computing Budget 5_5_22.xlsx
2022-11-29 Program Approval Letter.pdf

Administrative Comments

Reviewer Comments

Emphasis Associated Program

Course List

Code	Title	Credit Hours
Total Credit Hours		120
General Education Requirements		31 Credits
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing Modified Course	3
MATH 1210	Calculus I [1]	4
American Institutions		3
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
HIST 2700 & HIST 2710	US History to 1877 and US History since 1877 (6)	
POLS 1000	American Heritage (3)	
POLS 1100	American National Government (3)	
Arts		3
Humanities		3
Life Sciences		3
Physical Sciences		3
Social & Behavioral Sciences		3
Personal, Professional, and Civic Growth		3
Discipline Core Requirements		56 Credits
Complete one of the following course/lab combinations:		5

Course List

Code	Title	Credit Hours
BIOL 1610 & BIOL 1615	College Biology I and College Biology I Laboratory (5)	
CHEM 1210 & CHEM 1215	Principles of Chemistry I and Principles of Chemistry I Laboratory (5)	
PHYS 2020 & PHYS 2025	College Physics II and College Physics II Lab (5)	
PHYS 2010 & PHYS 2015	College Physics I and College Physics I Lab (5)	
PHYS 2210 & PHYS 2215	Physics for Scientists and Engineers I and Physics for Scientists and Engineers I Lab (5)	
PHYS 2220 & PHYS 2225	Physics for Scientists and Engineers II and Physics for Scientists and Engineers II Lab (5)	
GEO 1010 & GEO 1015 & GEO 2020R	Introduction to Geology and Introduction to Geology Laboratory and Science Excursion Modified Course (5)	
Minimum grade of C- required in these courses.		
Complete one of the following:		6
CS 1400 & CS 1410	Fundamentals of Programming and Object Oriented Programming (6)	
CS 1420	Accelerated Introduction to Programming (undefined) (and an additional 3 credit CS elective not already completed) [2]	
CS 2300	Discrete Mathematical Structures I	3
CS 2370	C Plus Plus Programming	3
CS 2420	Introduction to Algorithms and Data Structures Modified Course	3
CS 2450	Software Engineering	3
CS 2550	Web Programming I Modified Course	3
CS 2600	Computer Networks I	3
CS 2810	Computer Organization and Architecture	3

Course List

Code	Title	Credit Hours
CS 2900	Data Privacy and Security Modified Course	3
CS 3050G	Global Social and Ethical Issues in Computing	3
CS 3060	Operating Systems Theory Modified Course	3
CS 3240	Discrete Mathematical Structures II	3
CS 3250	Java Software Development	3
or CS 3260	CsharpNET Software Development	
or CS 3270	Python Software Development	
or CS 3370	C Plus Plus Software Development	
or CS 3390R	Advanced Programming Language Other	
CS 3310	Analysis of Algorithms	3
CS 3520	Database Theory	3
ECE 3710	Applied Probability and Statistics for Engineers and Scientists	3
or STAT 2050	Introduction to Statistical Methods	
Recommended Tracks		33 Credits
Complete 33 credits from the following recommended tracks. Minimum grade of C- required in track courses.		33
CS Track		
CS 3450	Principles and Patterns of Software Design (3)	
CS 4380	Advanced High Performance Computer Architecture (3)	
CS 4450	Analysis of Programming Languages (3)	
CS 4470	Artificial Intelligence (3)	
Complete 18 credits from CS 2700, ECE 4850, any CS 3000 or 4000 level course not already required. (Minimum grade of C- required in these courses.)		
Senior Elective Requirements; R courses are not approved for this credit.		
Full Stack Web Development Track		

Course List

Code	Title	Credit Hours
CS 3380	JavaScript Software Development (3)	
CS 3410	Human Factors in Software Development (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3660	Web Programming II (3) Modified Course	
CS 3680	Mobile Device Programming (3) Modified Course	
CS 4880	Cloud Computing (3) Modified Course	
CS 4900	Full Stack Web Senior Capstone (3) Modified Course	
Complete 12 credits from CS 2700, ECE 4850, or any CS 3000 or 4000 level course not already required.		
Secure Computing Track		
IT 1510	Introduction to System Administration--Linux/UNIX (3)	
IT 3510	Advanced System Administration--Linux/UNIX (3)	
CS 3110	Applied Cryptography (3) Modified Course	
CS 3120	Ethical Hacking Tools Development (3) Modified Course	
CS 3140	Network and Cloud Security (3) Modified Course	
or CYBR 4350	Web and Application Security	
CS 4120	Security Vulnerability Analysis (3) Modified Course	
or CYBR 3750	Malware Reverse Engineering	
CS 4200	Secure Computing Capstone (3)	
Complete 12 credits from the following. Minimum grade of C- required in these courses.		
CYBR 4250	Database Security and Auditing (3)	
CYBR 4450	Internet of Things Security (3)	
CYBR 4550	Threat Hunting and Incident Response (3)	
CYBR 4650	Industrial Control Systems Security (3)	
CYBR 4850	Digital Forensics Investigations (3)	
CYBR 4800	Advanced Mobile Devices Forensics (3)	

Course List

Code	Title	Credit Hours
Any CS 3000 0r 4000 level course not already required		
Artificial Intelligence Track		
MATH 2270	Linear Algebra (3)	
CS 4470	Artificial Intelligence (3)	
CS 4700	Machine Learning (3) Modified Course	
CS 4710	Deep Learning (3) Modified Course	
or CS 4730	Natural Language Programming Foundations and Applications	
or CS 4480	Digital Image Processing and Computer Vision	
CS 4720R	AI Business and Tech Solutions (undefined)	
Complete 9 hours from the following:		
CS 2700	Causal Inference (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3540	Game Programming (3)	
CS 3800	Data Science Through Statistical Reasoning (3)	
CS 3820	Visualization Analytics for Data Science (3)	
CS 4770	Software Development for Robotics (3)	
Complete 9 hours from the following:		
MATH 1220	Calculus II (4)	
MATH 2210	Calculus III (4)	
MATH 3640	Introduction to Optimization (3)	
Any CS 3000+ course not already required.		

[1]

Minimum grade required (see Graduation Requirements).

[2]

If students choose CS 1420, please see advisor.

Program Inactivation Proposal

Date Submitted: 2025-04-03T19:25:24Z

Viewing: GC-2CYS2 : Cybersecurity, Graduate Certificate

Last approved: Tue, 30 Jan 2024 17:01:04 GMT

Last edit: 2025-08-22T16:18:07Z

Changes proposed by: 10743853

Final Catalog
2025-2026

Rationale for Inactivation
The IS&T Department is phasing out the Graduate Certificate program. Over time, prospective students have consistently shown a strong preference for the Master of Science in Cybersecurity, which offers a more comprehensive learning experience and better supports their academic and professional goals.

As of 202540, USHE eliminated CP1, CP2, CP3, and CCs. They will all be Undergraduate Certificates. This program has an updated title and program code in banner effective 202540. The new program code would have been updated if it wasn't being deleted to: ACER-2CYS

Attachment
TEACH-OUT Plan_Cybersecurity Graduate Certificate .docx
20250822_Cybersecurity_GC-REVISED.docx

Faculty Member:
UVID:

Name:

E-mail:

No Approval Workflow

Proposed Effective Term

Effective Catalog Year

2025-2026

Department
IST - Information Systems Technology

College/School
EN - Smith College of Engineering and Technology

Program type
Graduate Certificate

Program title
Cybersecurity, Graduate Certificate

CIP Code
11.1003 - Computer and Information Systems Security/Auditing/Information Assurance.

Program code
GC-2CYS2

Will this program be offered fully online?

Does this program have specialized accreditation or will it be pursued?

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program

Program Description
The Graduate Certificate in Cybersecurity at Utah Valley University is a post-baccalaureate program for students who wish to complete advanced studies in the field of cybersecurity. This program is designed to provide students with advanced technical and managerial knowledge of cybersecurity, preparing them for senior technical and leadership roles in the field. Coursework includes a balanced approach, combining critical analysis of cybersecurity theory with hands-on education for essential applied cybersecurity techniques and tools. The program takes two semesters to complete the 18 credits of graduate level courses.

Courses include cybersecurity operations, advanced network defense, cybersecurity management, case studies, secure coding, ethical hacking, and the legal and privacy implications of cybersecurity. To be successful, students should have a strong background in technology. Students should have completed undergraduate work in a related field or have applicable work experience. For those who do not meet this requirement, select undergraduate courses are available to provide the foundational knowledge needed. Please contact the academic advisor for more information.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Clearly explain complex technical cyber security concepts in written and verbal forms.
2	Describe and explain how to mitigate cyber security threats to enterprise, government, and individuals.
3	Explain the role of cyber security in the enterprise and how to integrate cyber security principles into existing processes.
4	Be aware of their responsibility to behave ethically in their professional lives (e.g., clients, customers, employers, society, profession, environment, and community).
5	Have a global perspective on legal and ethical issues surrounding cyber security and technology.

Do all the courses in this program proposal currently exist?

Does the program have matriculation requirements?

Yes

Matriculation Requirements

Matriculation Requirements

1. Application for admission to the program.
2. Bachelor's degree required, preferably in Information Systems, Information Security, Information Technology, or Computer Science.
3. 2 years of IT or IT security industry experience (if Bachelor's degree in non-related field).
4. Completion of undergraduate courses in data communication, programming and servers.

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		18
Discipline Core Requirements		12 Credits
IT 6300	Principles of Cybersecurity	3
IT 6330	Cybersecurity Operations	3
IT 6350	Law/Ethics/Privacy in Cybersecurity	3
IT 6370	Penetration Testing and Vulnerability Assessment	3
Elective Requirements		6 Credits
Complete 6 credits from the following:		6
IT 6660	Advanced Network Forensics (3)	
IT 6740	Advanced Network Defense and Countermeasures (3)	
IT 6760	Case Studies in Cybersecurity (3)	
IT 6770	Cybersecurity Management (3)	
IT 6780	Secure Coding (3)	

or other departmental approved electives

Degree Map

Plan of Study Grid

First Year

Semester 1		Credit Hours
IT 6300	Principles of Cybersecurity	3
IT 6330	Cybersecurity Operations	3
	Credit Hours	6

Semester 2

IT 6350	Law/Ethics/Privacy in Cybersecurity	3
IT 6370	Penetration Testing and Vulnerability Assessment	3
	Credit Hours	6

Second Year

Semester 3

IT 6370	Penetration Testing and Vulnerability Assessment	3
Elective		3
	Credit Hours	6
	Total Credit Hours	18

Program Total Credits

Do the total credits for the program exceed the standard amount allowed for the degree type?

Graduation Requirements

Graduation Requirements

1. Completion of a minimum of 18 credits.
2. Overall grade point average of 3.0 (B) or above.
3. Residency hours -- minimum of 5 credit hours through course attendance at UVU.
4. Courses and project requirements must be finished within a five-year period. No courses will apply toward graduation which are older than five years.

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation

Administrative Comments

Reviewer Comments
AJ Reed (Alexis.Reed) (Tue, 22 Apr 2025 19:20:36 GMT): Teach out plan attached per Basil Hamdan.
Krista Olsen (krista.olsen) (Mon, 12 May 2025 22:41:21 GMT): Should a teach-out plan be attached to this proposal?
Justin Atkins (justin.atkins) (Fri, 22 Aug 2025 16:18:56 GMT): Added the information to the revised teach-out plan template, will submit the revised teach-out plan template to NWCCU.

Key: 424

Program Modification: Including deleting emphases in Computer Science, Full Stack Web Development, and Secure Computing. These will now be Tracks within the Computer Science, BS stand-alone degree.
Date Submitted: 2025-04-10T15:41:22Z

Viewing: BS-COSC2 : Computer Science, B.S.

Last approved: 2025-01-04T01:11:09Z

Last edit: 2025-09-03T18:47:08Z

Changes proposed by: 10799997

Faculty Member:
UVID:
10799997
Name:
George Rudolph
E-mail:
george.rudolph@uvu.edu

No Approval Workflow
No

Will you be changing 25% or more of the core?

No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
CSE - Computer Science
College/School
EN - Smith College of Engineering and Technology

Program type
Bachelor

Degree type
Bachelor of Science (BS)

Program title
Computer Science, B.S.

CIP Code
11.0701 - Computer Science.

Program code
BS-COSC2

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
Yes

What is the name of the specialized accreditor?
ABET

Does this program have an approved GE Substitution?
No

List at least one required GI course
CS 3050G - Global Social and Ethical Issues in Computing

List at least two required WE courses
CS 2450 - Software Engineering
CS 3050G - Global Social and Ethical Issues in Computing

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program
Replace 3 Emphases in Computer Science with identical tracks within the CS Degree. All 3 Emphases will be deactivated. They are: Computer Science, Full Stack Web Development, Secure Computing.

Add Artificial Intelligence track to the degree.

Program Description

The Computer Science, BS provides students with a study of theoretical foundations of computing, practical programming and software development. This program emphasizes the

analysis and design of complex computing solutions, the ethical and professional responsibilities of computing professionals, and effective collaboration and communication in technical environments. Students engage in hands-on learning through core coursework and specialized tracks in areas such as full stack web development, secure computing, and artificial intelligence. Graduates can apply what they have learned to develop computing solutions across many industries.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Analyze a complex computing problem and apply principles of computing and other relevant disciplines to identify solutions. (ABET)
2	Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline. (ABET)
3	Communicate effectively in a variety of professional contexts. (ABET)
4	Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles. (ABET)
5	Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline. (ABET)
6	Apply computer science theory and software development fundamentals to produce computing-based solutions. (ABET)

Do all the courses in this program proposal currently exist?

Yes

Does the program have matriculation requirements?

Yes

Matriculation Requirements

Matriculation Requirements

1. Completion of CS 1400 Fundamentals of Programming[1], CS 1410 Object Oriented Programming[1], CS 2300 Discrete Mathematical Structures I, CS 2420 Introduction to Algorithms and Data Structures, CS 2450 Software Engineering I, with a grade of C+ better.
2. Completion of MATH 1210 Calculus I and ENGL 1010 Introduction to Academic Writing or ENGH 1005 Foundations of Academic Writing with a grade of C or better.
3. Each of CS 1400[1], CS 1410[1], CS 2300, CS 2420, CS 2450, MATH 1210, and (ENGL 1010 or ENGH 1005) cannot be taken more than twice to obtain the required grade.
4. Overall GPA of 2.5 or higher.

[1]CS 1420 may be completed instead of CS 1400 and CS 1410 for matriculation.

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
General Education Requirements		31 Credits
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing	3
MATH 1210	Calculus I [1]	4
American Institutions		3
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
HIST 2700 & HIST 2710	US History to 1877 and US History since 1877 (6)	
POLS 1000	American Heritage (3)	
POLS 1100	American National Government (3)	
Arts		3
Humanities		3
Life Sciences		3
Physical Sciences		3
Social & Behavioral Sciences		3
Personal, Professional, and Civic Growth		3
Discipline Core Requirements		56 Credits
Complete one of the following course/lab combinations:		5
BIOL 1610 & BIOL 1615	College Biology I and College Biology I Laboratory (5)	
CHEM 1210 & CHEM 1215	Principles of Chemistry I and Principles of Chemistry I Laboratory (5)	

Course List

Code	Title	Credit Hours
PHYS 2020 & PHYS 2025	College Physics II and College Physics II Lab (5)	
PHYS 2010 & PHYS 2015	College Physics I and College Physics I Lab (5)	
PHYS 2210 & PHYS 2215	Physics for Scientists and Engineers I and Physics for Scientists and Engineers I Lab (5)	
PHYS 2220 & PHYS 2225	Physics for Scientists and Engineers II and Physics for Scientists and Engineers II Lab (5)	
GEO 1010 & GEO 1015 & GEO 2020R	Introduction to Geology and Introduction to Geology Laboratory and Science Excursion (5)	
Minimum grade of C- required in these courses.		
Complete one of the following:		6
CS 1400 & CS 1410	Fundamentals of Programming and Object Oriented Programming (6)	
CS 1420	Accelerated Introduction to Programming (undefined) (and an additional 3 credit CS elective not already completed) [2]	
CS 2300	Discrete Mathematical Structures I	3
CS 2370	C Plus Plus Programming	3
CS 2420	Introduction to Algorithms and Data Structures	3
CS 2450	Software Engineering	3
CS 2550	Web Programming I	3
CS 2600	Computer Networks I	3
CS 2810	Computer Organization and Architecture	3
CS 2900	Data Privacy and Security	3
CS 3050G	Global Social and Ethical Issues in Computing	3
CS 3060	Operating Systems Theory	3
CS 3240	Discrete Mathematical Structures II	3

Course List

Code	Title	Credit Hours
CS 3250	Java Software Development	3
or CS 3260	CsharpNET Software Development	
or CS 3270	Python Software Development	
or CS 3370	C Plus Plus Software Development	
or CS 3390R	Advanced Programming Language Other	
CS 3310	Analysis of Algorithms	3
CS 3520	Database Theory	3
ECE 3710	Applied Probability and Statistics for Engineers and Scientists	3
or STAT 2050	Introduction to Statistical Methods	
Recommended Tracks		33 Credits
Complete 33 credits from the following recommended tracks. Minimum grade of C- required in track courses.		33
CS Track		
CS 3450	Principles and Patterns of Software Design (3)	
CS 4380	Advanced High Performance Computer Architecture (3)	
CS 4450	Analysis of Programming Languages (3)	
CS 4470	Artificial Intelligence (3)	
Complete 18 credits from CS 2700, ECE 4850, any CS 3000 or 4000 level course not already required. (Minimum grade of C- required in these courses.)		
Senior Elective Requirements; R courses are not approved for this credit.		
Full Stack Web Development Track		
CS 3380	JavaScript Software Development (3)	
CS 3410	Human Factors in Software Development (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3660	Web Programming II (3)	

Course List

Code	Title	Credit Hours
CS 3680	Mobile Device Programming (3)	
CS 4880	Cloud Computing (3)	
CS 4900	Full Stack Web Senior Capstone (3)	
	Complete 12 credits from CS 2700, ECE 4850, or any CS 3000 or 4000 level course not already required.	
Secure Computing Track		
IT 1510	Introduction to System Administration--Linux/UNIX (3)	
IT 3510	Advanced System Administration--Linux/UNIX (3)	
CS 3110	Applied Cryptography (3)	
CS 3120	Ethical Hacking Tools Development (3)	
CS 3140	Network and Cloud Security (3)	
or CYBR 4350	Web and Application Security	
CS 4120	Security Vulnerability Analysis (3)	
or CYBR 3750	Malware Reverse Engineering	
CS 4200	Secure Computing Capstone (3)	
	Complete 12 credits from the following. Minimum grade of C- required in these courses.	
CYBR 4250	Database Security and Auditing (3)	
CYBR 4450	Internet of Things Security (3)	
CYBR 4550	Threat Hunting and Incident Response (3)	
CYBR 4650	Industrial Control Systems Security (3)	
CYBR 4850	Digital Forensics Investigations (3)	
CYBR 4800	Advanced Mobile Devices Forensics (3)	
	Any CS 3000 0r 4000 level course not already required	
Artificial Intelligence Track		
MATH 2270	Linear Algebra (3)	
CS 4470	Artificial Intelligence (3)	

Course List

Code	Title	Credit Hours
CS 4700	Machine Learning (3)	
CS 4710	Deep Learning (3)	
or CS 4730	Natural Language Programming Foundations and Applications	
or CS 4480	Digital Image Processing and Computer Vision	
CS 4720R	AI Business and Tech Solutions (undefined)	

Complete 9 hours from the following:

Code	Title	Credit Hours
CS 2700	Causal Inference (3)	
CS 3530	Data Management For Data Sciences (3)	
CS 3540	Game Programming (3)	
CS 3800	Data Science Through Statistical Reasoning (3)	
CS 3820	Visualization Analytics for Data Science (3)	
CS 4770	Software Development for Robotics (3)	

Complete 9 hours from the following:

Code	Title	Credit Hours
MATH 1220	Calculus II (4)	
MATH 2210	Calculus III (4)	
MATH 3640	Introduction to Optimization (3)	

Any CS 3000+ course not already required.

[1]

Minimum grade required (see Graduation Requirements).

[2]

If students choose CS 1420, please see advisor.

Degree Map

Plan of Study Grid

First Year

	Semester 1	Credit Hours
CS 1400	Fundamentals of Programming	3
ENGL 1010	Introduction to Academic Writing	3

MATH 1210	Calculus I	4
GE		3
GE		3
	Credit Hours	16

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Semester 2

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CS 1410	Object Oriented Programming	3
CS 2810	Computer Organization and Architecture	3
ENGL 2010	Intermediate Academic Writing	3
GE		3
GE		3
	Credit Hours	15

<div align="center">

Second Year

Semester 3

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CS 2300	Discrete Mathematical Structures I	3
CS 2370	C Plus Plus Programming	3
CS 2420	Introduction to Algorithms and Data Structures	3
CS 2600	Computer Networks I	3
GE		3
	Credit Hours	15

<div align="center">

Semester 4

</div>

CS 2450	Software Engineering	3
CS 2550	Web Programming I	3
CS 2900	Data Privacy and Security	3
Core Science		4
Core Science Lab		1
	Credit Hours	14

<div align="center">

Third Year

Semester 5

</div>

CS 3240	Discrete Mathematical Structures II	3
CS 3310	Analysis of Algorithms	3
CS 3520	Database Theory	3
CS 3250	Java Software Development	
or CS 3260	or CsharpNET Software Development	
or CS 3270	or Python Software Development	3
or CS 3370	or C Plus Plus Software Development	
or CS 3380	or JavaScript Software Development	
or CS 3390R	or Advanced Programming Language Other	
GE		3
	Credit Hours	15

<div align="center">

Semester 6

</div>

CS 3060	Operating Systems Theory	3
ECE 3710 or STAT 2050	Applied Probability and Statistics for Engineers and Scientists or Introduction to Statistical Methods	3
GE		3
CS Elective		3
CS Elective		3
	Credit Hours	15

Fourth Year

Semester 7

CS Elective		3
CS Elective		3
CS Elective		3
CS Elective		3
CS Elective		3
	Credit Hours	15

Semester 8

CS 3050G	Global Social and Ethical Issues in Computing	3
CS Elective		3
CS Elective		3
CS Elective		3
CS Elective		3
	Credit Hours	15
	Total Credit Hours	120

Program Total Credits
120

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Graduation Requirements

Graduation Requirements

1. Completion of a minimum of 120 semester credits, with a minimum of 40 upper-division credits.
2. Overall grade point average of 2.0 or above. Must have a minimum grade of C- with a combined GPA of 2.5 or higher in all discipline core and emphasis requirements and the General Education requirements marked with a footnote.
3. Residency hours -- minimum of 30 credit hours through course attendance at UVU. 10 of these hours must be within the last 45 hours earned. At least 12 of the credit hours earned in residence must be in approved CSE Department courses.

4. All transfer credit must be approved in writing by UVU.
5. No more than 80 semester hours and no more than 20 hours in CS type courses of transfer credit from a two-year college.
6. No more than 30 semester hours may be earned through independent study and/or extension classes.
7. Successful completion of at least one Global/Intercultural course.
8. Successful completion of at least two Writing Enriched (WE) courses.

Does the program have Emphases?

No

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies
Contingent upon existing Emphases in CS being deactivated, and CS 3100 being renumbered to CS 2900.

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
3-31-2021 Dept Mtg Agenda & Minutes - Curriculum Voting.pdf
BS-COSC2_ Computer Science BS1.pdf
4-2-2025 CS Dept Mtg Agenda, Mins, Attachment.pdf

Administrative Comments
Needs to be approved with CS 2900

Reviewer Comments
George Rudolph (george.rudolph) (Thu, 10 Apr 2025 20:11:40 GMT): "CS Core Track" should be named "CS Track"
Krista Olsen (krista.olsen) (Wed, 07 May 2025 22:55:08 GMT): CS 3310 is listed in the core, but is not listed in the degree map. Also, should there be 40 credits of upper division indicated in the program listing?
Laurie Sharp (lsharp) (Fri, 16 May 2025 22:38:08 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following program being modified. (1) The program description needs to be shortened. Since this is published in the Catalog and Academic Program Inventory, this should be a concise 3-5 sentence high-level summary of the program. Here is a possible suggestion to consider for ideas: The Computer

Science, BS provides students with a rigorous foundation in computing principles, software development. This program emphasizes the analysis and design of complex computing solutions, the ethical and professional responsibilities of computing professionals, and effective collaboration and communication in technical environments. Students engage in hands-on learning through core coursework and specialized tracks in areas such as full stack web development, secure computing, and artificial intelligence. Graduates will be equipped to apply computer science theory and software engineering practices to develop robust, scalable, and ethical computing solutions across industries.

George Rudolph (george.rudolph) (Tue, 20 May 2025 10:16:55 GMT): Changed name of CS Core Track to "CS track". CS 3310 added to Semester 5 per Krista's comment. 40 hour upper division credit requirement remains as a graduation requirement, which is enforced by Courseleaf as it is now--adding it to the program listing per Krista's comment seems redundant. Program description has been modified per Laurie Sharp's comment. It does not seem shorter than what we had before.

Key: 427

Program Modification: Including title change from Business Intelligence Systems Emphasis

Viewing: BS-INFS-BUIS : Information Systems - Data Analytics Emphasis, B.S.

Last approved: 2025-01-04T01:27:40Z

Last edit: 2025-04-07T22:11:04Z

Changes proposed by: 10589759
Faculty Member:
UVID:
10589759
Name:
Matthew North
E-mail:
mnorth@uvu.edu

No Approval Workflow
No

Are you editing a minor or an emphasis?

No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
IST - Information Systems Technology
College/School
EN - Smith College of Engineering and Technology

Program type
Emphasis

Program title
Information Systems - Data Analytics Emphasis, B.S.

CIP code is listed in the program core

Program code

BS-INFS-BUIS

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
No

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program
When this emphasis within the BS in Information Systems was introduced more than a decade ago, the title "Business Intelligence" was aligned with the technologies that were taught then, and with the business norms of the day. However, both business terminology and the content of the courses we teach have evolved, as is expected in most technology-oriented disciplines. Updating the name of this emphasis to Data Analytics makes the program immediately recognizable to today's industry, thereby directly improving our students' visibility and appeal in the job market. The Data Analytics name is much more descriptive of the content we now teach, which includes model development, testing and deployment in current computer languages, specifically Python. Students are learning and practicing current, relevant data analytics technologies across multiple courses in this emphasis. Calling the emphasis Data Analytics provides greater alignment with what students are actually learning, and what businesses who will hire them expect them to know.

Program Description

The BS in Information Systems program prepares students to be Information Systems professionals. Graduates develop and deploy enterprise-level systems to meet organizational needs. The Data Analytics emphasis prepares graduates to become analysts and developers who produce data-driven financial, operational, and marketing intelligence by querying data repositories, developing and evaluating analytics models, generating interactive managerial insight tools, and devising methods for identifying data patterns and trends. Organizations store an enormous amount of data. People who are able to analyze

the data to detect trends, extract and visualize stories, and form predictions are highly sought by national and regional organizations.

Core Associated Program
BS-INFS - Information Systems, B.S.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Analyze a complex computing problem and apply principles of computing and other relevant disciplines to identify solutions.
2	Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
3	Communicate effectively in a variety of professional contexts.
4	Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles.
5	Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.
6	Support the delivery, use, and management of information systems within an information systems environment.
7	Prepare computer models, analyses, and visualizations of data that are designed to improve organizational decision-making.

Do all the courses in this program proposal currently exist?

Yes

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
Information Systems Requirements		90 Credits
Complete the requirements		90
Emphasis Requirements		30 Credits
MGMT 3345	Business Statistics II	3
INFO 4120	Data Visualization	3
INFO 4130	Data Science and Big Data Analytics	3
CYBR 4150	Data Security Analytics	3

Emphasis Elective Requirements:

Course List

Code	Title	Credit Hours
Complete 12 credit hours from the following:		12
IM 3600	Advanced Excel for Decision Making (3)	
INFO 3120	Management Information Systems (3)	
INFO 3330	Client-Side Web Development (3)	
INFO 3360	Server-Side Web Frameworks (3)	
INFO 4300	Enterprise Web Development (3)	
INFO 4410	Database Administration (3)	
CYBR 4250	Database Security and Auditing (3)	
CYBR 4350	Web and Application Security (3)	
INFO 4420	Mobile Application Development (3)	
	Other approved upper-division Information Systems courses	
MKTG 3300	Marketing Analytics (3)	
Free Electives Complete six credits of free electives		6

Degree Map

Plan of Study Grid

First Year

Semester 1		Credit Hours
ENGL 1010	Introduction to Academic Writing	3
INFO 1120	Information Systems and Technology Fundamentals	3
Math Requirement. Complete one of the following:		3
MATH 1090	College Algebra for Business	
MATH 1050	College Algebra	
MATH 1055	College Algebra with Preliminaries	
Biology General Education		3
Personal, Professional, and Civic Growth General Education Recommend CYBR 1700		3
	Credit Hours	15

Semester 2		
ENGL 2010	Intermediate Academic Writing	3
INFO 1200	Computer Programming I for IS IT	3
MKTG 2200G	Written Business Communication	3
ACC 2110	Principles of Accounting I	3
INFO 2420	Web Application Design	3

	Credit Hours	15

Second Year
Semester 3

MGMT 2340	Business Statistics I	3
IM 2600	Spreadsheet Applications	3
Any 3-credit 1000 or 2000 level course from ACC, ECON, FIN, MGMT, HR, MKTG		3
IT 1510	Introduction to System Administration--Linux/UNIX	3
Humanities General Education		3
	Credit Hours	15

Semester 4

INFO 2200	Computer Programming II for IS IT	3
IT 2600	Data Communication Fundamentals	3
Physical Science General Education		3
Fine Arts General Education		3
American Institutions General Education		3
	Credit Hours	15

Third Year
Semester 5

INFO 2410	Database Fundamentals	3
CYBR 2700	Information Security Fundamentals	3
Social Science General Education		3
MGMT 3000	Organizational Behavior	3
MGMT 3345	Business Statistics II	3
	Credit Hours	15

Semester 6

INFO 3410	Database Systems and Warehousing	3
INFO 3130	Introduction to Applied Data Analytics	3
MKTG 3600	Principles of Marketing	3
Data Analytics Elective		3
INFO 3300	Web Systems Development	3
	Credit Hours	15

Fourth Year
Semester 7

INFO 3430	Systems Analysis and Design	3
INFO 4050G	Global Ethical and Professional Perspectives in IS and IT	3
INFO 4120	Data Visualization	3
Data Analytics Elective		3
Data Analytics Elective		3
	Credit Hours	15

Semester 8

INFO 4130	Data Science and Big Data Analytics		3
CYBR 4150	Data Security Analytics		3
Data Analytics Elective			3
Free Elective			3
Free Elective			3
	Credit Hours		15
	Total Credit Hours		120

Program Total Credits
120

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
BS-INFS-BUIS_ Information Systems - Business Intelligence Systems EmphasisBS1.pdf
Fw_ New PLOs for Information Systems programs.pdf
BS_INFS_Mod_202540_R401.pdf

Administrative Comments

Reviewer Comments
Keith Mulbery (keith.mulbery) (Mon, 24 Feb 2025 20:40:40 GMT): EXCELLENT name change to reflect today's terminology in the field!!! I recommend the program reduce the electives by 3 credits so that the total program is 120 credits to adhere to USHE Policy R402, which requires Board approval for programs that do not meet parameters in Table 1. B.S. degrees should have 120 credits unless mandated otherwise by accreditation. I don't think ABET accreditation requires more than 120 credits for a BS Information Systems degree.

Debbie Ferguson (debbie.ferguson) (Wed, 12 Mar 2025 19:51:54 GMT): Core requirements were reduced to 90, so this adjustment needs to be made in the emphasis. Degree map needs to match program listing. Can credit total be reduced to 120?

Debbie Ferguson (debbie.ferguson) (Wed, 12 Mar 2025 19:53:18 GMT): This program modification requires an R401 to be attached. Please call the Curriculum Office for the template and naming convention.

Matthew North (mnorth) (Mon, 07 Apr 2025 22:13:28 GMT): The program listing was updated to show 90 credits for general education and program core, 24 credits for the Data Analytics emphasis, and 6 credits of free elective. This makes the major 120 credits. The degree map was updated to match the 120 credit requirement, which courses allocated from each of the above named categories. The R401 for the name change is now attached.

Emphasis Associated Program

Course List

Code	Title	Credit Hours
Total Credit Hours		**90**
General Education Requirements		30 Credits
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing Modified Course	3
Math Requirement (GE):		
Complete one of the following:		3
MATH 1090	College Algebra for Business (3)	
MATH 1050	College Algebra (4)	
MATH 1055	College Algebra with Preliminaries (5)	
American Institutions:		
Complete one of the following:		3
HIST 2700 & HIST 2710	US History to 1877 and US History since 1877 (6)	
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
POLS 1000	American Heritage (3)	
POLS 1100	American National Government (3)	
Distribution Courses:		

Course List

Code	Title	Credit Hours
Biology Distribution		3
Physical Science Distribution		3
Fine Arts Distribution		3
Personal, Professional, and Civic Growth		3
Humanities Distribution		3
Social/Behavioral Science Distribution [1]		3
Discipline Core Requirements		60 Credits
Math Requirement:		
MGMT 2340	Business Statistics I Modified Course	3
IS Core Requirements:		
INFO 1120	Information Systems and Technology Fundamentals	3
INFO 1200	Computer Programming I for IS IT	3
or CS 1400	Fundamentals of Programming	
INFO 2200	Computer Programming II for IS IT	3
INFO 2410	Database Fundamentals	3
INFO 2420	Web Application Design	3
IM 2600	Spreadsheet Applications Modified Course	3
IT 1510	Introduction to System Administration--Linux/UNIX	3
IT 2600	Data Communication Fundamentals	3
CYBR 2700	Information Security Fundamentals	3
INFO 3130	Introduction to Applied Data Analytics	3
INFO 3300	Web Systems Development	3
INFO 3410	Database Systems and Warehousing	3
INFO 3430	Systems Analysis and Design	3
INFO 4050G	Global Ethical and Professional Perspectives in IS and IT	3
IS Environment/Business Foundation Requirements:		
MKTG 2200G	Written Business Communication	3

Course List

Code	Title	Credit Hours
ACC 2110	Principles of Accounting I	3
MGMT 3000	Organizational Behavior	3
MKTG 3600	Principles of Marketing	3
Any 3-credit 1000 or 2000 level course from ACC, ECON, FIN, MGMT, HR, MKTG [1]		3

ECON 2010 Principles of Economics I recommended.

Program Modification: including title change from Biotechnology, B.S.

Date Submitted: 2025-02-03T17:03:32Z

Viewing: BS-BIOT : Molecular Biosciences and Biotechnology, B.S.

Last approved: 2025-01-04T00:38:24Z

Last edit: 2025-09-08T18:24:46Z

Changes proposed by: 10855757

Faculty Member:
UVID:
10855757
Name:
Paul Dunn
E-mail:
paul.dunn@uvu.edu

No Approval Workflow
No

Will you be changing 25% or more of the core?

Yes

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
BIOL - Biology
College/School
SC - College of Science

Program type
Bachelor

Degree type
Bachelor of Science (BS)

Program title
Molecular Biosciences and Biotechnology, B.S.

CIP Code
26.1201 - Biotechnology.

Program code
BS-BIOT

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
No

Does this program have an approved GE Substitution?
Yes

GE Justification
BIOL 1610 and CHEM 1210 are prescriptive GE classes for this degree because taking any other science GEs would delay student graduation

List at least one required GI course
PHIL 2050G - Ethics and Values

List at least two required WE courses
BIOL 4550 - Molecular Evolution and Bioinformatics
BIOL 4940 - Student Seminar

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program
The program needs an updated name to better reflect what is taught and to remain current and appealing to future college students. The name change will also help employers know what skills graduates will be proficient in. Additional changes will increase options for students so they can tailor the degree more to their interests and needs.

Program Description

The Molecular Biosciences and Biotechnology, B.S. provides students with a comprehensive foundation in molecular biology, biotechnology, and related fields. This program equips

graduates with the skills and knowledge necessary for careers in research, pharmaceuticals, health-related fields, biomanufacturing, education, and more. This program also offers excellent preparation for advanced studies in the sciences, fostering critical thinking, technical expertise, and hands-on experience in cutting-edge scientific fields.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Apply the process of science through the use of hypothesis testing in the design and completion of scientific experiments
2	Critically evaluate scientific information
3	Quantitatively analyze scientific data through graph interpretation, statistical analysis, and problem solving
4	Effectively communicate scientific information in both written and oral formats.
5	Explain fundamental biological concepts including molecular biology, biochemistry, cell biology, genetics, and evolution.

Do all the courses in this program proposal currently exist?

Yes

Does the program have matriculation requirements?

No

Program listing/schedule

Course List		
Code	**Title**	**Credit Hours**
Total Credit Hours		120
General Education Requirements _{Students must successfully complete one G/I course to meet graduation requirements}		33 Credits
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing	3
MATH 1050	College Algebra	4
or MATH 1055	College Algebra with Preliminaries	
Complete one of the following:		3
HIST 2700 & HIST 2710	US History to 1877 and US History since 1877 (6)	

Course List

Code	Title	Credit Hours
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
POLS 1000	American Heritage (3)	
POLS 1100	American National Government (3)	
Distribution Courses:		
BIOL 1610	College Biology I	4
or BIOL 1610H	College Biology I	
CHEM 1210	Principles of Chemistry I	4
Humanities Distribution		3
Personal, Professional, and Civic Growth GE class Recommend PHIL 2050G		3
Fine Arts Distribution		3
Social/Behavioral Science		3
Discipline Core Requirements		78 Credits
BIOL 1615	College Biology I Laboratory	1
CHEM 1220	Principles of Chemistry II	4
BIOL 3400	Cell Biology	3
BIOL 3500	Genetics	3
BIOL 3550	Molecular Biology	3
BIOL 3600	Biological Chemistry	3
BIOL 4550	Molecular Evolution and Bioinformatics	3
Take one of the following:		2
BTEC 4940R	Student Seminar (2)	
BIOL 4940	Student Seminar (2)	
BIOL 4260	Ethical Issues in Biology (2)	
MICR 4940R	Student Seminar (2)	
Choose any 2 from the following Student must complete at least 2 of the courses listed even if it exceeds the required 3 credit hours		3

Course List

Code	Title	Credit Hours
BIOL 3100	Introduction to Data Analysis for Biologists (3)	
BIOL 3200	Guided Research Experience (1-3)	
BIOL 3515	Advanced Genetics Laboratory (1)	
BIOL 3605	Biological Chemistry Lab (1)	
BIOL 3405	Cell Biology Laboratory (1)	
BIOL 3555	Experiments in Molecular Biology (1)	
BIOL 3690R	Introduction to Undergraduate Research (1)	
BIOL 4300	Phylogenetics (4)	
BIOL 4700	Proteomics (3)	
CHEM 3000	Analytical Chemistry (2)	
CHEM 3005	Analytical Chemistry Laboratory (2)	
CHEM 3410	Introduction to Formulations I (3)	
CHEM 3420	Introduction to Formulations II (3)	
BTEC 3300	Biomolecular Modeling and Simulations (4)	
BOT 3210	Controlled Environment Experiments in Horticulture (3)	
BOT 3710	Plant Propagation (3)	
BOT 3800	Ethnobotany (4)	
BOT 4650	Greenhouse Management (3)	
BOT 4700	Plant Tissue Culture (4)	
MICR 4300	Pathogenic Microbiology (4)	
MICR 4505	Applied Virological Methods (3)	
Complete 8 credits from any of the following:		8
BTEC 4810R	Biotechnology Internship (1-10)	
BIOL 4810R	Biology Internship (1-5)	
BOT 4810R	Botany Internship (1-5)	
BIOL 4890R	Student Research (1-4)	
BOT 4890R	Student Research (1-4)	

Course List		
Code	**Title**	**Credit Hours**
MICR 4890R	Student Research (1-4)	
BTEC 4890R	Student Research (1-4)	
BTEC 4990R	Senior Thesis (1-2)	
HONR 4990R	Honors Project (3)	
Choose from 1 MICR course and accompanying lab from the following:		4
MICR 3450	General Microbiology (3) (***Recommended***)	
MICR 3455	General Microbiology Laboratory (1)	
MICR 2060	Microbiology for Health Professions (3)	
MICR 2065	Microbiology for Health Professions Laboratory (1)	
STAT 2040	Principles of Statistics	4
PHYS 2010	College Physics I	4
PHYS 2015	College Physics I Lab	1
PHYS 2020	College Physics II	4
PHYS 2025	College Physics II Lab	1
CHEM 1215	Principles of Chemistry I Laboratory	1
CHEM 1225	Principles of Chemistry II Laboratory	1
CHEM 2310	Organic Chemistry I	4
CHEM 2315	Organic Chemistry I Laboratory	1
CHEM 2320	Organic Chemistry II	4
CHEM 2325	Organic Chemistry II Laboratory	1
BTEC 1010	Fundamentals of Biotechnology I Career Survey	3
BTEC 2010	DNA Manipulation and Analysis	3
BTEC 2020	Protein Purification and Analysis	3
BTEC 2030	Cell Culture Techniques	2
BTEC 3040	Advanced Nucleic Acid Laboratory	4
Elective Requirements Students must successfully complete one G/I course to meet graduation requirements		9 Credits

Course List

Code	Title	Credit Hours
Additional credits to meet credit and upper-division requirements.		9

Degree Map

Plan of Study Grid

First Year

	Semester 1	Credit Hours
ENGL 1010 or ENGH 1005	Introduction to Academic Writing or Foundations of Academic Writing	3
MATH 1050 or MATH 1055	College Algebra or College Algebra with Preliminaries	4
BIOL 1610 or BIOL 1610H	College Biology I or College Biology I	4
BIOL 1615	College Biology I Laboratory	1
BTEC 1010	Fundamentals of Biotechnology I Career Survey	3
	Credit Hours	15

	Semester 2	
ENGL 2010	Intermediate Academic Writing	3
STAT 2040	Principles of Statistics	4
Personal, Professional, and Civic Growth GE class		3
BTEC 2010	DNA Manipulation and Analysis	3
MICR course		3
MICR lab		1
	Credit Hours	17

Second Year

	Semester 3	
CHEM 1210	Principles of Chemistry I	4
CHEM 1215	Principles of Chemistry I Laboratory	1
PHYS 2010	College Physics I	4
PHYS 2015	College Physics I Lab	1
BIOL 3500	Genetics	3
BIOL/CHEM/BTEC/BOT/ZOOL course		1
	Credit Hours	14

	Semester 4	
American Institutions Distribution		3
CHEM 1220	Principles of Chemistry II	4
CHEM 1225	Principles of Chemistry II Laboratory	1
PHYS 2020	College Physics II	4
PHYS 2025	College Physics II Lab	1

BTEC 2020	Protein Purification and Analysis	3
	Credit Hours	16

Third Year

Semester 5

Humanities Distribution		3
CHEM 2310	Organic Chemistry I	4
CHEM 2315	Organic Chemistry I Laboratory	1
BIOL 3400	Cell Biology	3
BTEC 2030	Cell Culture Techniques	2
Elective		3
	Credit Hours	16

Semester 6

Fine Arts Distribution		3
Social/Behavioral Science Distribution		3
CHEM 2320	Organic Chemistry II	4
CHEM 2325	Organic Chemistry II Laboratory	1
Elective		3
	Credit Hours	14

Fourth Year

Semester 7

BIOL 3550	Molecular Biology	3
BTEC 3040	Advanced Nucleic Acid Laboratory	4
BTEC or BIOL Internship or Research course		8
	Credit Hours	15

Semester 8

BIOL 3600	Biological Chemistry	3
BIOL 4550	Molecular Evolution and Bioinformatics	3
BTEC 4940R	Student Seminar	2
BIOL/CHEM/BTEC/BOT/ZOOL course		2
Elective		3
	Credit Hours	13
	Total Credit Hours	120

Program Total Credits

120

Do the total credits for the program exceed the standard amount allowed for the degree type?

No

Graduation Requirements

Graduation Requirements

1. Complete the required minimum 120 credit hours.
2. At least 30 credit hours in residence at UVU or satellite sites are required, with 10 hours earned during the last 45 hours.
3. A minimum of 40 credits must be upper-division (numbered 3000 or above)
4. A minimum of 40 credits must be in the major (BIOL, BOT, BTEC, MICR, or ZOOL prefixes), 30 of which must be upper-division. A minimum of nine Department credits must be taken at UVU.
5. Complete core courses with a grade of "C" or higher in each BTEC course and a "C-" or higher in all other core courses.
6. Achieve a minimum overall GPA of 2.0 with a minimum GPA of 2.25 in core courses.
7. Successful completion of at least one Global/Intercultural course.
8. Successful completion of two writing enriched (WE) courses.
9. Complete Departmental Assessment conducted by the Dept. of Biology Assessment Coordinator.
10. Complete an exit survey administered by the Biology Department.

Does the program have Emphases?

No

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies
BTEC 3040

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
GE Substitution request 2022_Biology_Chem_1210_April 2024.pdf
GE Substitution request 2022_Biology Majors BIOL 1610_161H_April 2024.pdf
BS_Molecular_ Biosciences_ and_ Biotechnology_202640_Mod_R401.pdf

Administrative Comments

Reviewer Comments

Krista Olsen (krista.olsen) (Wed, 05 Feb 2025 00:02:56 GMT): It would be good to add a footnote on the GE section and elective section that says something like, "Students must successfully complete one GE course to meet graduation requirements."

AJ Reed (Alexis.Reed) (Thu, 06 Feb 2025 20:19:49 GMT): Graduation requirements should be updated to a program total of 120 credits.

Laurie Sharp (lsharp) (Sun, 23 Mar 2025 12:06:25 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following program being modified. (1) Based on the current list from the Commissioner's Office, programs with this CIP code at the bachelor's level are considered high yield. (2) The program description needs to be modified. Since this is published in the Catalog and Academic Program Inventory, this should be a concise 3-5 sentence high-level summary of the program. Here is a possible suggestion to consider for ideas: The Molecular Biosciences and Biotechnology, B.S. provides students with a comprehensive foundation in molecular biology, biotechnology, and related fields. This program equips graduates with the skills and knowledge necessary for careers in research, pharmaceuticals, forensics, education, and more. This program also offers excellent preparation for advanced studies in the sciences, fostering critical thinking, technical expertise, and hands-on experience in cutting-edge scientific fields. (3) The program learning outcomes need revisions to make it easier to assess student performance. Consider these suggestions: PLO 1: Design and conduct scientific experiments using hypothesis-driven approaches, integrating advanced techniques in molecular biosciences and biotechnology. PLO 2: Evaluate and synthesize scientific literature and data to assess the validity and relevance of findings in molecular biosciences. PLO 3: Apply quantitative and qualitative methods, including statistical analysis, bioinformatics tools, and data visualization, to analyze and interpret complex biological data. PLO 4: Communicate complex scientific concepts and research findings effectively in both written and oral formats, tailoring communication for different audiences that include scientific and non-scientific stakeholders. PLO 5: Demonstrate a comprehensive understanding of foundational and advanced concepts in molecular biology, biochemistry, genetics, biotechnology, and cell biology, and their application in real-world contexts, including research and industry. (4) The prescriptive GE courses for this program are allowable, per USHE Policy R470 (amended November 21, 2024): 5.5 Courses with embedded co-requisite developmental education, instructional supports, or lab or other high impact pedagogical strategies may have more than three credits and may bring individual students' general education credit count above the 30-credit range. 5.6 In some cases, students majoring in a particular discipline may be required to take a two course sequence in the major rather than a traditional single introductory course to meet a general education requirement served by that discipline. Two-course sequences may be given the appropriate general education requirement attribute for students in the major without affecting the institution's base general education credit count. (5) The program listing specifies 32 credit hours of upper-division courses, with an option (BTEC 2040 or BTEC 3040) to gain an additional 3 upper-division credits, and 10 credit hours of electives where students can complete the remaining 5-8 upper-division credits. Has the department considered reducing the number of required electives and increasing the "Choose any 2 from the following" section, as all courses in that category are upper-division? This may help advisors advisors provide guidance as students make informed decisions.

Paul Dunn (paul.dunn) (2025-03-31T17:01:30Z): I have added the following footnote to both the GE and elective sections: Students must successfully complete one G/I course to meet graduation requirements I have updated the graduation requirements to a total of 120 credits. I have updated the program description to use the suggested wording. We would like to keep our current PLOs for this program because the department is in the process of learning how well our current PLOs are measured by our available assessments. If/when we discover that some or all of our PLOs are not fitting our assessments, we will certainly be open to making changes. The suggestion regarding changes to our "choose any 2 from the following" section is an interesting one. The department would like to examine this idea further and possibly consider making the change in a future curriculum cycle.

Krista Olsen (krista.olsen) (Mon, 08 Sep 2025 17:37:04 GMT): Updated BTEC 2040 to 3040 per UCC QA 4 9/4/25

Key: 113

New Program Proposal

Date Submitted: 2025-07-23T17:05:56Z

Viewing: : Client Accounting and Advisory Services, Undergraduate Certificate

Last edit: 2025-08-26T05:43:40Z

Changes proposed by: 10888538

Faculty Member:
UVID:
10888538
Name:
David Waite
E-mail:
dwaite@uvu.edu

No Approval Workflow
No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
ACC - Accounting
College/School
BU - Woodbury School of Business

Program type
Undergraduate Certificate

Program title
Client Accounting and Advisory Services, Undergraduate Certificate

CIP Code
52.0302 - Accounting Technology/Technician and Bookkeeping.

Program code

Will this program be offered fully online?
Yes

Which states(s) will this program be marketed in?
The program will initially be marketed in Utah, with plans to expand outreach nationally once it is established and fully operational.

Does this program have specialized accreditation or will it be pursued?
No

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
Yes

What professional license or certification?
While the program does not lead to professional licensure, it is designed to prepare students for industry-recognized certifications. As part of the first two courses in the sequence, students will have the opportunity to sit for the Intuit Certified Bookkeeping Professional exam, the Intuit Payroll Certification, and both the QuickBooks Online Level 1 and Level 2 certifications.

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program
There are three primary reasons for creating this certificate program.

First, the majority of our accounting students pursue careers in industry rather than public accounting. Many take on roles within businesses or provide outsourced services such as bookkeeping and controllership support. This certificate is designed to better prepare those students for the real-world responsibilities they are likely to encounter.

Second, the accounting profession is experiencing rapid growth in Client Accounting and Advisory Services (CAS). This shift represents a long-term trend in the industry, and the certificate allows our program to stay ahead of that curve by aligning our curriculum with where the profession is heading.

Third, a common gap in accounting education is the lack of applied understanding of how accounting supports day-to-day business operations. This certificate helps address that gap. Because the first two courses in the sequence—ACC 2250 and ACC 3250—are already required for all accounting majors, the certificate reinforces and extends core competencies for students pursuing accounting as a profession.

Program Description

The Client Accounting and Advisory Services, Undergraduate Certificate equips students with practical expertise in bookkeeping, payroll, and controllership support through applied, hands-on coursework. This program prepares graduates to effectively manage cloud-based accounting platforms, payroll processes, and client advisory functions in both business and outsourced service settings.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Apply bookkeeping principles and cloud-based accounting tools to accurately record and organize financial data.
2	Implement advanced accounting workflows, including payroll and third-party app integrations, to support efficient CAS operations.
3	Interpret financial performance data and develop advisory insights using budgeting, forecasting, and KPI analysis.
4	Demonstrate the communication and leadership skills necessary to manage client relationships and oversee team-based accounting work.

Do all the courses in this program proposal currently exist?

No

List New Courses
ACC 4250 - Advisory and Controllership Practices

Does the program have matriculation requirements?

No

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		12
Discipline Core Requirements		12 Credits
ACC 2110	Principles of Accounting I	3
ACC 2250	QuickBooks and Small Business Accounting	3
ACC 3250	Advanced QuickBooks and Industry Accounting	3
ACC 4250	Advisory and Controllership Practices	3

Degree Map

Plan of Study Grid

First Year

Semester 1	**Credit Hours**
ACC 2110 Principles of Accounting I	3
Credit Hours	3
Semester 2	
ACC 2250 QuickBooks and Small Business Accounting	3
Credit Hours	3
Second Year	
Semester 3	
ACC 3250 Advanced QuickBooks and Industry Accounting	3
Credit Hours	3
Semester 4	
ACC 4250 Advisory and Controllership Practices	3
Credit Hours	3
Total Credit Hours	12

Program Total Credits
12

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Graduation Requirements

1. Completion of a minimum of 12 semester credits required for the Certificate.
2. Overall grade point average of 2.5 GPA in all Woodbury School of Business courses. No grade lower than a "C-" in core courses.
3. Residency hours: Minimum of 3 credit hours of business courses through course attendance at UVU.

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
CAS - Program Assessment Plan.xlsx
UC_Acc_Cli_Acc_Adv_Ser_New_202640_R401.docx
CAS - Program Strategic Enrollment Plan.docx
CAS - Program Overview.docx
CAS - Program Listing & Degree Map.docx
CAS - Program Financial Plan.docx
Academic Certificate 520301.docx
Library, WSB-Client Accounting and Advisory Services Certificate.docx
CAS - SEM Plan.docx

Administrative Comments

Reviewer Comments
Kellus Prue (10704299) (Thu, 31 Jul 2025 17:29:38 GMT): Advisor review - Recommendation: Add ACC 2110 to the certificate. Otherwise students will be permitted to take ACC 2250 without ACC 2110 because pre-reqs would be waived for certificate students.
Debbie Ferguson (debbie.ferguson) (Tue, 05 Aug 2025 23:43:46 GMT): The title needs to be updated. Cannot use ampersand (&). Suggest something like Accounting and Advisory Services, Undergraduate Certificate.
Laurie Sharp (lsharp) (Fri, 15 Aug 2025 11:46:17 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following new program being proposed. (1) Based on the current list from the Commissioner's Office, programs with this CIP code at the undergraduate certificate level do not appear to be considered high yield. (2) Since the program name needs to be changed (cannot use "Client Accounting & Advisory Services (CAS) Certificate"), would the following work: Client Accounting and Advisory Services, Undergraduate Certificate? (3) The program description needs to be revised slightly. Since this is published in the Catalog and Academic Program Inventory, this should be a concise 3-5 sentence high-level summary of the program. Here is a possible suggestion to consider for ideas: The Client Accounting and Advisory Services, Undergraduate Certificate equips students with practical expertise in bookkeeping, payroll, and controllership support through applied, hands-on coursework. This program prepares graduates to effectively manage cloud-based accounting platforms, payroll processes, and client advisory functions in both business and outsourced service settings. (4) The attachment for the strategic management enrollment (SEM) plan contained detailed and information about the program proposal. However, the SEM plan needs to include data-driven enrollment projections, target markets, recruitment and retention strategies, resource allocation, and measurable goals tied directly to enrollment outcomes. A template that can be used is available by contacting the Curriculum Office. (5) The financial plan for this program proposal includes a request for one additional PIR faculty line. (6) More

clarification is needed as to whether the certification is an outcome for all students who complete the program.

David Waite (dwaite) (2025-08-20T19:31:53Z): In response to Kelly's comment regarding the hidden ACC 2110 prerequisite—and following discussions with AJ—I've added ACC 2110 to the certificate requirements. This change increases the total credits from 9 to 12. The degree map has been updated accordingly.

David Waite (dwaite) (2025-08-20T19:57:13Z): (1) The program title has been updated. (2) The program description has been updated.

David Waite (dwaite) (2025-08-20T19:58:32Z): In response to Laurie's comment (6) related to the certificates: While four certificates are referenced in this program, none require completion of a university program to earn the certificates. They are included here to show that students will sit for these exams as part of the coursework. Students will complete the Bookkeeping and QBO-Level 1 certificates in ACC 2500, and QBO-Level 2 and Payroll in ACC 3250. Taking the certification exams is a graded component of each course, but it is my understanding that we cannot require students to pass the exams as a condition of course completion. For this reason, students who do not pass still receive credit based on the percentage they earn on the exam.

Quinn Koller (quinn.koller) (Wed, 20 Aug 2025 22:07:28 GMT): After discussion with David Waite, the CIP code will now be 52.0302 - Bookkeeping, accounting, and auditing clerks. 4 star at some college, no degree level so a certificate will work

David Waite (dwaite) (2025-08-26T05:43:40Z): In response to Laurie's comment (4), I have attached an SEM plan.

Key: 818

New Program Proposal

Date Submitted: 2025-04-29T20:41:45Z

Viewing: : Electrical Engineering, Minor

Last edit: 2025-09-08T17:36:04Z

Changes proposed by: 10001524

Faculty Member:
UVID:
10001524
Name:
Afsaneh Minaie
E-mail:
minaieaf@uvu.edu

No Approval Workflow
No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
ECE - Electrical and Computer Engineering
College/School
EN - Smith College of Engineering and Technology

Program type
Minor

Program title
Electrical Engineering, Minor

CIP Code
14.1001 - Electrical and Electronics Engineering.

Program code

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
No

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program
Electrical engineering forms the backbone of countless technologies that power our modern world, from energy grids and electric transportation to medical imaging and wireless communication systems. Introducing a minor in Electrical Engineering allows students from diverse disciplines such as computer science, computer engineering, mechanical engineering, and physics to gain practical and theoretical knowledge in key areas like circuit analysis, signal processing, power systems, and electromagnetics. This expanded skill set not only enhances their versatility in a competitive job market but also supports interdisciplinary innovation and collaboration. The minor contributes to a more flexible and responsive academic structure while fostering student engagement by aligning coursework with real-world technological challenges.

Program Description

A minor in Electrical Engineering provides students from other STEM majors with a foundational understanding of core electrical engineering practices and principles. The program offers coursework in circuits, electronics, digital systems, and electromagnetics, equipping students with practical skills applicable to modern technological challenges. Through both theoretical and hands-on learning, students gain experience in analyzing, designing, and troubleshooting electrical and electronic systems. This minor enhances career opportunities in areas such as system automation, renewable energy systems, and embedded systems.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

PLO	
1	Apply knowledge of mathematics, science, and engineering.
2	Design and conduct experiments, as well as to analyze and interpret data.
3	Function on teams.
4	Communicate effectively.
5	Implement and analyze analog and digital circuits.

Do all the courses in this program proposal currently exist?

Yes

Does the program have matriculation requirements?

No

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		20
Program Requirements		20 Credits
ECE 1000	Introduction to Electrical and Computer Engineering	3
ECE 2250	Circuit Theory [1]	3
ECE 2255	Circuit Theory Lab [1]	1
ECE 2700	Digital Design I	3
ECE 2705	Digital Design I Lab	1
Elective Requirements: Choose 9 Credits from the following list:		9
ECE 3250	Energy Conversion (3)	
ECE 3350	Control Systems (3)	
ECE 3450	Electromagnetics and Transmission Lines (3)	
ECE 3730	Embedded Systems I (3)	
ECE 3740	Digital Design II (3)	
ECE 3760	Electronic Systems (3)	
ECE 3765	Electronic Systems Lab (1)	
ECE 3770	Signals and Systems (3)	
ECE 3780	Communication Systems and Circuits (3)	
ECE 3785	Communication Systems and Circuits Lab (1)	
ECE 4700	Computer Architecture for Engineering Applications (3)	
ECE 4730	Embedded Systems II (3)	

[1]

Requires PHYS 2220 as a prerequisite.

Degree Map

Plan of Study Grid

First Year

Semester 1	Credit Hours
ECE 1000 Introduction to Electrical and Computer Engineering	3
Credit Hours	3

Semester 2

ECE 2700 Digital Design I	3
ECE 2705 Digital Design I Lab	1
Credit Hours	4

Second Year

Semester 1

ECE 2250 Circuit Theory	3
ECE 2255 Circuit Theory Lab	1
Credit Hours	4

Semester 2

Elective	3
Credit Hours	3

Third Year

Semester 1

Elective	3
Credit Hours	3

Semester 2

Elective	3
Credit Hours	3
Total Credit Hours	20

Program Total Credits
20

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Graduation Requirements

Must be completed with an approved, associated bachelor's degree.

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies
None.

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
Min_Elec Engineer_New_202640_R401.pdf
Assessment Matrix_2025-Electrical Engineering Minor.docx
Library - SCET - Minor Electrical Engineering.docx
SEM Plan - Electrical Engineering Minor.docx

Administrative Comments

Reviewer Comments
Krista Olsen (krista.olsen) (Tue, 06 May 2025 21:54:46 GMT): These documents must be attached ASAP: Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research. Has a CIP code been determined for this program? Also, ECE 2250 & 2255 have PHYS 2220 as a prereq, but it is not listed in this program.
AJ Reed (Alexis.Reed) (Fri, 09 May 2025 13:46:20 GMT): Strategic Enrollment, Program Assessment, and Library documents attached per Afsaneh Minaie.
Laurie Sharp (lsharp) (Fri, 16 May 2025 22:34:31 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following new minor being proposed. (1) In the Justification section, broad references to disciplines were mentioned as possible areas in which majors would be interested in pursuing this minor. What evidence is there to justify the current demand/need for this minor? (2) Each program learning outcome should begin with a Bloom's verb to indicate the actual knowledge, skill, or behavior. For example, #1 could just begin with the word ""apply."" (3) According to the Curriculum Procedures document accessible from the Curriculum Office website, minors shall range from 16-24 credits, with a minimum of 50% upper-division coursework. If the hidden prereq of PHYS 2220 is added as a core requirement, then the proposal will not meet the required upper-division coursework threshold. This needs to be addressed to align with current curriculum requirements.
Afsaneh Minaie (minaieaf) (Tue, 20 May 2025 16:55:15 GMT): The PLOs for the program is revised and a note added that ECE 2250 has a prerequisite (PHYS 2220). This minor is designed for Physics, CS, and CE students, For these programs, PHYS 2220 is required for CE and Physics students and is listed under Discipline Core Requirements for CS students.

AJ Reed (Alexis.Reed) (Mon, 08 Sep 2025 17:16:03 GMT): PLOs revised per Afsaneh Minaie and the UCC QA 1.

Key: 812

New Program Proposal

Date Submitted: 2025-04-30T15:28:04Z

Viewing: : Geography and Environmental Studies, B.S.

Last edit: 2025-09-04T22:17:47Z

Changes proposed by: 10758260

Faculty Member:
UVID:
10758260
Name:
Hilary Hungerford
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No Approval Workflow
No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
ESCI - Earth Sciences
College/School
SC - College of Science

Program type
Bachelor

Degree type
Bachelor of Science (BS)

Program title
Geography and Environmental Studies, B.S.

CIP Code
45.0701 - Geography.

Program code

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
No

Does this program have an approved GE Substitution?
No

List at least one required GI course
GEOG 1300G - Survey of World Geography
GEOG 1400G - Introduction to Human Geography

List at least two required WE courses
ENVT 3290 - Environmental Reporting
GEOG 3110 - Urban Geography
GEOG 3500 - Geomorphology
ENVT 3850 - Environmental Policy and Law

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program
The creation of this combined program addresses concerns raised in HB 265 (2025 General Session) by streamlining academic offerings and reducing unnecessary duplication. By merging the existing Geography and Environmental Studies degrees into a single, coherent program with flexible specialization tracks, UVU is improving curricular efficiency, simplifying program navigation for students, and using institutional resources more effectively—all while maintaining a high-quality academic experience that reflects statewide priorities.

Program Description

The Geography and Environmental Studies, B.S. is an interdisciplinary program that equips students to analyze and solve human-environment challenges through geography, environmental science, and geospatial technologies. Students build foundational knowledge in physical and human geography, Geographic Information Systems, remote sensing, and environmental studies. Through specialized tracks, students develop skills in data analysis,

sustainability, and spatial problem-solving. This program emphasizes ethical practice and effective communication, thereby preparing graduates for careers in a variety of fields.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Integrate knowledge from natural sciences, social sciences, and humanities to explain human-environment interactions at local, regional, and global scales
2	Demonstrate proficiency in geospatial technologies—including Geographic Information Systems (GIS), remote sensing, and spatial analysis—and other applied research methods.
3	Collect, interpret, and communicate geographic and environmental data using both qualitative and quantitative tools and techniques.
4	Critically assess environmental and spatial challenges (e.g., land use, resource management, climate patterns) and propose evidence-based solutions.
5	Communicate findings effectively through written reports, visualizations (e.g., maps, graphs), oral presentations, and digital platforms.
6	Demonstrate professional and ethical standards when addressing geographic and environmental issues and working with various communities.

Do all the courses in this program proposal currently exist?

Yes

Does the program have matriculation requirements?

No

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
General Education Requirements		31 Credits
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing	3
MATH 1050	College Algebra	4
Choose one of the following:		3

Course List

Code	Title	Credit Hours
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
HIST 2700	US History to 1877 (3)	
POLS 1000	American Heritage (3)	
POLS 1100	American National Government (3)	
Breadth Area Requirements		
Complete the following:		
Personal, Professional, and Civic Growth		3
Arts		3
Humanities		3
Life Sciences		3
Physical Sciences		3
Social Sciences		3
Discipline Core Requirements		75 Credits
GEOG 1000	Introduction to Physical Geography	3
METO 1010	Introduction to Meteorology	3
GEOG 1300G	Survey of World Geography	3
GEOG 1400G	Introduction to Human Geography	3
GEOG 2000	Sustainability and Environment	3
GEOG 3200	Geography of Utah	3
GEOG 3110	Urban Geography	3
GEOG 3600	Introduction to Geographic Information Systems	4
GEO 4800R	Earth Science Seminar (taken twice)	1
ENVT 2710	Careers in the Earth Sciences	1
Choose one of the following tracks		48

Course List

Code	Title	Credit Hours
Geography		
GEOG 3000	Climate Change in Science and Society (3)	
GEOG 3500	Geomorphology (3)	
GEOG 3505	Geomorphology Lab (1)	
GEOG 3650	Advanced Geographic Information Systems (4)	
GEOG 3700	Wetland Studies (3)	
STAT 2040	Principles of Statistics (4)	
Choose 15 credits from the following physical and life science courses or other advisor approved course		
GEO 1010	Introduction to Geology (3)	
or GEO 1050	Geology of National Parks	
GEO 3200	Geologic Hazards (3)	
GEO 3205	Geologic Hazards Laboratory (1)	
GEOG 1005	Introduction to Physical Geography Lab (1)	
GEOG 3300	Biogeography (4)	
GEOG 3400	Environmental Remote Sensing (4)	
GEOG 3440	Geospatial Data Science (3)	
ENVT 2560	Environmental Health (3)	
ENVT 3330	Water Resources Management (3)	
ENVT 3800	Energy Use on Earth (3)	
Select 15 credits from the following social science classes or other advisor approved course		
GEOG 2100	Geography of the United States (3)	
GEOG 2500	Geography of Latin America and the Caribbean (3)	
GEOG 3250	Cultural Geography (3)	
GEOG 3350	Geography of Africa (3)	
GEOG 3800	Environmental History of the United States (3)	
ENST 2000	Introduction to Environmental Studies (3)	

Course List

Code	Title	Credit Hours
ANTH 3150	Culture Ecology and Health (3)	
ANTH 3660	Globalized Society (3)	
ENVT 3750	Land Use Planning (3)	
ENVT 3770	Natural Resources Management (3)	
ENVT 3850	Environmental Policy and Law (4)	
Environmental Studies		
ENST 2000	Introduction to Environmental Studies (3)	
ENVT 3530	Environmental Management and Reporting (3)	
ENVT 3850	Environmental Policy and Law (4)	
COMM 3115	Communicating in Environments (3)	
SOC 3520	Environmental Sociology (3)	
Complete 6 credits from the following		
ENVT 2560	Environmental Health (3)	
ENVT 3800	Energy Use on Earth (3)	
ENVT 3770	Natural Resources Management (3)	
SOC 3850	Land Food and Society (3)	
Select one of the following methods courses		
ANTH 3850	Ethnographic Methods (3)	
ENGL 3460	Wilderness and Environmental Writing (3)	
or ENGL 3320	Grant and Proposal Writing	
GEOG 3650	Advanced Geographic Information Systems (4)	
STAT 2040	Principles of Statistics (4)	
Complete 12 credits from the following physical and life science courses or other advisor approved courses from BIOL, GEOG, ENVT, GEO, or CHEM		
GEOG 3700	Wetland Studies (3)	
GEOG 3300	Biogeography (4)	
GEOG 3500	Geomorphology (3)	

Course List

Code	Title	Credit Hours
GEO 1010	Introduction to Geology (3)	
or GEO 1050	Geology of National Parks	
GEO 1080	Introduction to Oceanography (3)	
METO 3100	Climate and the Earth System (3)	
BIOL 2500	Environmental Biology (3)	
BIOL 3700	General Ecology (3)	
ENVT 2730	Introduction to Soils (4)	
Complete 12 credits from the following social science and humanities classes or other advisor approved classes from PHIL, HUM, PJST, SOC, ANTH, HIST, POLS, GEOG, ENVT		
ENVT 3750	Land Use Planning (3)	
GEOG 3350	Geography of Africa (3)	
HIST 3800	Environmental History of the United States (3)	
HIST 3220G	History of the American West to 1850 (3)	
HIST 3230G	History of the American West since 1850 (3)	
HIST 4320	History of Scientific Thought (3)	
POLS 3320	Nonprofits and The Public Sector (3)	
POLS 3330	Environmental Politics and Policy (3)	
POLS 3410	Globalization and Sustainable Development (3)	
POLS 3640	United Nations Sustainable Development Goals (3)	
PHIL 3400	Philosophy of Science (3)	
PHIL 3800	Aesthetics (3)	
or PHIL 4300	Environmental Aesthetics	
PHIL 4300	Environmental Aesthetics (3)	
Geographic Information Science		
Complete all of the following		
MATH 1060	Trigonometry (3)	

Course List

Code	Title	Credit Hours
STAT 2040	Principles of Statistics (4)	
PHYS 2010	College Physics I (4)	
or PHYS 2210	Physics for Scientists and Engineers I	
GEOG 3400	Environmental Remote Sensing (4)	
GEOG 3440	Geospatial Data Science (3)	
GEOG 3650	Advanced Geographic Information Systems (4)	
GEOG 4100	Geospatial Field Methods (4)	
GEOG 3500	Geomorphology (3)	
GEOG 3505	Geomorphology Lab (1)	
GEOG 3700	Wetland Studies (3)	
ENVT 3330	Water Resources Management (3)	
or ENVT 3790	Applied Hydrology	
Complete 12 credits from the following		
BIOL 3100	Introduction to Data Analysis for Biologists (3)	
CS 1030	Foundations of Computer Science (3)	
CS 1400	Fundamentals of Programming (3)	
CS 1410	Object Oriented Programming (3)	
CS 2300	Discrete Mathematical Structures I (3)	
CS 2420	Introduction to Algorithms and Data Structures (3)	
PHYS 2015	College Physics I Lab (1)	
MATH 1080	Precalculus (5)	
PHYS 2210	Physics for Scientists and Engineers I (4)	
PHYS 2220	Physics for Scientists and Engineers II (4)	
GEO 3000	Environmental Geochemistry (3)	
METO 3100	Climate and the Earth System (3)	
CHEM 1010	Introduction to Chemistry (3)	

Course List

Code	Title	Credit Hours
CHEM 1015	Introduction to Chemistry Lab (1)	
Electives		14 Credits
Complete any course from GEOG, GEO, ENVT, ENS, PHIL, SOC, ANTH, NSS, HUM, CS, BIOL, CHEM, PHYS, or other advisor approved course.		14

Degree Map

Plan of Study Grid

First Year

Semester 1		Credit Hours
ENGL 1010	Introduction to Academic Writing	3
GEOG 1000	Introduction to Physical Geography	3
GEOG 1300G	Survey of World Geography	3
MATH 1050	College Algebra	4
GE Humanities		3
	Credit Hours	16

Semester 2		
ENGL 2010	Intermediate Academic Writing	3
GEOG 1400G	Introduction to Human Geography	3
METO 1010	Introduction to Meteorology	3
GE FIne Arts		3
GE American Institutions		3
	Credit Hours	15

Second Year

Semester 1		
GEOG 2000	Sustainability and Environment	3
ENVT 2710	Careers in the Earth Sciences	1
GE Life Science		3
GE Personal, Prof, Civic Growth		3
Elective		3
	Credit Hours	13

Semester 2		
GEOG 3600	Introduction to Geographic Information Systems	4
GE Social Science		3
Elective or GE course		3
Elective or GE course		3

Elective		3
	Credit Hours	16

Third Year
Semester 1

GEOG 3200	Geography of Utah	3
Elective		3
Track focus		9
GEO 4800R	Earth Science Seminar	0.5
	Credit Hours	15.5

Semester 2

GEOG 3110	Urban Geography	3
Track Focus		6
Elective		6
GEO 4800R	Earth Science Seminar	0.5
	Credit Hours	15.5

Fourth Year
Semester 1

Track focus		9
Elective		6
	Credit Hours	15

Semester 2

Track Focus		8
Electives		6
	Credit Hours	14
	Total Credit Hours	120

Program Total Credits
120

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Graduation Requirements

Graduation Requirements

1. Completion of a minimum of 120 semester credits, including 40 hours of upper-division credit.
2. Overall grade point average of 2.0 (C) or above.
3. Grade of C- or better in every ENVT, GEO, GEOG, METO, and core curriculum course.

4. Completion of an exit interview with a faculty member and/or a Qualtrics Exit Survey prior to graduation.
5. Successful completion of at least one Global/Intercultural course.
6. Successful completion of at least two Writing Enriched (WE) courses.

Does the program have Emphases?

No

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
BS_GeogEnv_New_202640_R401.pdf
GeogENV_BSFeasibility_Study.docx
GEOGENVS_Curriculum Mapping.xlsx
GEOGENVS_SEM_Plan.docx
Library - COS - Geography and Environmental Studies.docx
Geography and Environmental Studies Program Budgeting 5_2025.xlsx

Administrative Comments

Reviewer Comments
Debbie Ferguson (debbie.ferguson) (Wed, 30 Apr 2025 15:58:17 GMT): Under "Choose one of the following track" I would suggest adding a footnote that says something like "Students must complete at least 40 credits of upper-division courses to meet Graduation Requirements." Also need to add residency requirement to Graduation Requirements. (Residency hours- minimum of 30 credit hours through course attendance at UVU, with at least 10 hours in the last 45 hours.)
Quinn Koller (quinn.koller) (Wed, 14 May 2025 20:23:47 GMT): 45.0701 is both a USHE academic CIP code, and a High Yield award CIP code.
AJ Reed (Alexis.Reed) (Thu, 15 May 2025 15:38:47 GMT): Could footnotes be added to the program's elective listings to clarify how many upper-division electives are required to fulfill the 40-hour upper-division requirement?

AJ Reed (Alexis.Reed) (Thu, 15 May 2025 20:32:29 GMT): Should the Geography BS and Environmental Studies BS degrees be deleted if this program is replacing them?

Laurie Sharp (lsharp) (Fri, 16 May 2025 22:35:35 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following new program being proposed. (1) The program description needs to be shortened. Since this is published in the Catalog and Academic Program Inventory, this should be a concise 3-5 sentence high-level summary of the program. Here is a possible suggestion to consider for ideas: The Geography and Environmental Studies, B.S. is an interdisciplinary program that equips students to analyze and solve human-environment challenges through geography, environmental science, and geospatial technologies. Students build foundational knowledge in physical and human geography, Geographic Information Systems, remote sensing, and environmental studies. Through specialized tracks, students develop skills in data analysis, sustainability, and spatial problem-solving. This program emphasizes ethical practice and effective communication, thereby preparing graduates for careers in environmental planning, policy, research, or graduate study. (2) In the Graduation Requirements, the following was listed: Completion of an exit interview with the department chair and a Qualtrics Exit Survey prior to graduation. While this is a wonderful post-assessment opportunity to gather indirect data, it is quite specific in who should conduct the exit interview. It is recommended that you broaden this to ""a departmental faculty member"" in the event the actual department chair is unavailable to conduct the exit interview(s). (3) The PLOs are strong and well-aligned with the program's interdisciplinary focus. That said, having seven outcomes may present a significant assessment workload. Consider whether any can be combined or streamlined to improve manageability while still capturing the essential learning goals. Reducing the total number could help ensure more sustainable and actionable assessment over time. For example, PLO #1 and PLO #7 could be synthesized to address possible concept overlap (e.g., Integrate knowledge from natural sciences, social sciences, and humanities to explain human-environment interactions at local, regional, and global scales.) (4) In the 'Geographic Information Science' track, the 'Suggested Elective Credits' section needs clarity regarding which program requirement these courses are intended to fulfill. It is unclear whether they apply to the 'Complete 12 credits from the following' requirement or count toward the general 14-credit elective section. Could this be clarified in CIM? (5) Graduation requirement number four currently uses bold text, which is inconsistent with the formatting of the other requirements. It is recommended that the bold formatting be removed to maintain consistency across the document.

McKinzie Greer (mgreer) (Wed, 13 Aug 2025 20:09:58 GMT): Under the Geographic Information Science track it states "Complete all of the following" before it gives a list. Could we add this statement under all the tracks? Another thing to add is in the "14 credits in electives section" Students choose courses from the list or choose a specified prefix OR can receive advisor permission, does this need to be changed to department approval since I cannot give approval?

McKinzie Greer (mgreer) (Wed, 13 Aug 2025 20:14:10 GMT): Courses that are optional for electives and/or tracks need to be available at least one semester each year.

Krista Olsen (krista.olsen) (Thu, 04 Sep 2025 21:58:12 GMT): Updated GEOG 3400 & 4100 to 4 credits, updated program listing electives per UCC QA 4 9/4/25

New Program Proposal

Date Submitted: 2025-04-24T17:59:22Z

Viewing: : Gerontology, Minor

Last edit: 2025-08-29T21:25:04Z

Changes proposed by: 10201290

Faculty Member:
UVID:
10201290
Name:
Aimee Fox
E-mail:
aimee.fox@uvu.edu

No Approval Workflow
No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
SBC - Social and Behavioral Sciences
College/School
HS - College Humanities and Social Sciences

Program type
Minor

Program title
Gerontology, Minor

CIP Code
30.1101 - Gerontology.

Program code

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
No

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?

No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program

We are transitioning the interdisciplinary gerontology certificate into a minor to make the program more accessible and marketable for students in a variety of degree paths. With additions to interdisciplinary course options in both the core and elective areas, the scope of this program has broadened beyond the social science discipline, offering knowledge and skill building relevant to students across campus.

Program Description

The Gerontology Minor prepares students to understand and address the different and evolving needs of the aging population. Through interdisciplinary courses aligned with the Association for Gerontology in Higher Education competencies, students learn to identify both simple and complex issues affecting older adults, develop appropriate strategies and protocols, and implement these plans in real-world contexts. The minor is designed to complement a variety of majors in human, health, and public services by equipping students with practical, career-ready skills for work with older adults and their families.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Identify simple and complex issues that face the aging and older adult population.
2	Develop plans, protocols, and strategies to address issues within the aging and older adult population.
3	Implement plans and strategies while working with aging and older adults.

Do all the courses in this program proposal currently exist?

Yes

Does the program have matriculation requirements?

No

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		18 Credits
Discipline Core Requirements		9
Complete 9 credits from this list of core classes:		9
FAMS 1500	Human Development Life Span (3)	
or PSY 1100	Human Development Life Span	
SOC 3750G	Sociology of Aging (3)	
or HLTH 3300	Health Promotion for Older Adults	
or NURS 2420	Nursing Care of the Aging Population	
SW 3550G	The Study of Death Dying and Grieving (3)	
or HLTH 3000	Health Concepts of Death and Dying	
or NURS 4230	Palliative Care in Nursing	
Elective Requirements [1]		9 Credits
Complete 6 credit hours from the elective course list:		6
FAMS 3850	Adult Development and Aging (3)	
or PSY 3220	Adult Development and Aging	
FAMS 2800	Teaching Human Sexuality (3)	
or HLSC 2800	Human Sexuality	
or PSY 2800	Human Sexuality	
FAMS 3500	Family Demography (3)	
FAMS 4500	Family Life Education Methodology (3)	
FAMS 4660	Family Resource Management (3)	
COMM 3410	Fundamentals of Mediation and Negotiation (3)	
EXSC 4100	Physiology of Aging (3)	
HLSC 3400	Human Diseases (3)	
HLTH 2840	Womens Health Issues (3)	
HLTH 3500G	International Health (3)	

Course List

Code	Title	Credit Hours
HLTH 3800	Epidemiology (3)	
HLTH 4400G	Health and Diversity (3)	
HLTH 4900R	Special Topics in Public Health (1-3)	
NURS 2325	Nursing Practice Simulation and Skills Lab I (2)	
or NURS 3335	Nursing Care of Individuals with Complex Health Needs Clinical	
or NURS 3405	Patient Care Coordination and Management Preceptorship	
NUTR 2020	Nutrition Through the Life Cycle (3)	
PSY 2300	Abnormal Psychology (3)	
PSY 2420	Cognitive Psychology (3)	
SW 1010	Introduction to Social Work (3)	
SW 2100	Human Behavior and the Social Environment I (3)	
SW 3400	Human Behavior and the Social Environment II (3)	
Complete any 3 credits from Internship/Research courses:		3
EXSC 4810R	Internship in Exercise Science (1-8)	
FAMS 4810R	Community Practicum (1-8)	
FAMS 4820R	Stronger Families Practicum (1-8)	
HLTH 4820R	Health Internship (1-6)	
NURS 4240	Promoting Active Senior Lifestyles (2)	
NURS 4810R	Internship in Nursing (1-3)	
NURS 4890R	Undergraduate Research in Nursing (1-4)	
NURS 4900R	Special Topics in Nursing (1-4)	
NURS 4950R	Independent Study in Nursing (1-3)	
PSY 4820R	Internship Seminar (1)	
SW 4820	Field I Practicum (undefined)	

[1]

1. At least 9 credit hours completed must be upper-division (3000 level and above).

Degree Map

Plan of Study Grid

First Year

Semester 1		Credit Hours
FAMS 1500	Human Development Life Span	3
or PSY 1100	or Human Development Life Span	
SOC 3750G	Sociology of Aging	
or NURS 2420	or Nursing Care of the Aging Population	3
or HLTH 3300	or Health Promotion for Older Adults	
Complete 3 credit hours from the elective course list		3
	Credit Hours	9

Semester 2		
SW 3550G	The Study of Death Dying and Grieving	
or HLTH 3000	or Health Concepts of Death and Dying	3
or NURS 4230	or Palliative Care in Nursing	
Complete 3 credit hours from the elective course list		3
Complete any 3 credits from Internship/Research courses		3
	Credit Hours	9
	Total Credit Hours	18

Program Total Credits
18

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Graduation Requirements

Graduation Requirements

1. Completion of a minimum of 18 semester credits.
2. At least 9 credit hours completed must be upper-division (3000 level and above).
3. Overall GPA of 2.0 or above upon graduation.
4. Residency hours - minimum of 5 credit hours through course attendance at UVU.
5. Must be completed with an approved bachelor's degree.

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies
Please note: additional supporting documents (program assessment plan, program financial plan, program feasibility report, program strategic enrollment managmement plan, and library research) are forthcoming and will be attached to the proposal as soon as possible. Given the lack of significant change from the existing certificate to the proposed minor, there will be little to no impact on these areas (finance, feasibility, etc.).

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
Gerontology Library Resources.pdf
Feasibility Study Gerontology.pdf
Program Resources - Gerontology Minor.xlsx
Gerontology Minor strategic enrollment plan.pdf
R401 Gerontology Minor.pdf

Administrative Comments

Reviewer Comments
Krista Olsen (krista.olsen) (Thu, 24 Apr 2025 20:01:12 GMT): Documentation is in process, but department vote is needed before summer break. The documentation will be attached as soon as is it available from requested sources
Krista Olsen (krista.olsen) (Wed, 30 Apr 2025 17:05:01 GMT): Attached assessment plan and feasibility report per Aimee Fox
Krista Olsen (krista.olsen) (Fri, 02 May 2025 18:19:23 GMT): Attached financial plan per Jolene Arnoff
Krista Olsen (krista.olsen) (Mon, 05 May 2025 17:19:45 GMT): Attached strategic enrollment plan per Aimee Fox
Laurie Sharp (lsharp) (Fri, 16 May 2025 22:35:03 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following new minor being proposed. (1) The program description needs to be shortened. Since this is published in the Catalog and Academic Program Inventory, this should be a concise 3-5 sentence high-level summary of the program. Here is a possible suggestion to consider for ideas: The Gerontology, Minor prepares students to understand and address the different and evolving needs of the aging population. Through courses aligned with Academy for Gerontology in Higher Education competencies, students learn to identify both simple and complex issues affecting older adults, develop appropriate strategies and protocols, and implement these plans in real-world contexts. This minor is designed to complement a variety of majors in human, health, and public services by equipping students with practical, career-ready skills for work with older adults and their families. (2) According to the Curriculum Procedures document accessible from the Curriculum Office website, minors shall range from 16-24 credits, with a minimum of 50% upper-division coursework. Since both the discipline core and elective requirements have options that include both lower- and upper-division courses,

at least 9 upper-division credits need to be identified. (3) The R401 currently lists the credit hour range for the minor as 18–24 credits. To maintain consistency with the program total listed in CIM, it may be more accurate for the R401 to reflect a fixed total of 18 credits as both the minimum and maximum.

Shalece Nutall (Shalece.Nuttall) (Tue, 03 Jun 2025 15:09:43 GMT): CHPS advising loves this minor. Would recommend that only NURS 2415 is removed from the list of electives. This is because a pre-req for the course is missing, and ASN students will take the other 3 courses in their program. This will prevent other students from taking NURS 2415. Will work with Nursing department to fix that pre-req.

Aimee Fox (aimee.fox) (Wed, 13 Aug 2025 18:10:51 GMT): All recommendations have been addressed. 1) The program description has been edited to the recommended, succinct summary. 2) To ensure students take at least 50% upper-division credits, a graduation requirement as been added that at least 9 credits completed must be upper division. 3) The R401 document has been edited to list 18 credits as the minimum and maximum credit hours to align with the proposal. 4) As suggested by CHPS, NURS 2415 has been removed from the elective list.

Krista Olsen (krista.olsen) (Fri, 29 Aug 2025 21:25:59 GMT): Added footnote to electives and updated graduation requirement #5 per UCC QA 3 8/27/25

Key: 808

New Program Proposal

Date Submitted: 2025-02-05T21:05:59Z

Viewing: : Information Systems - Applied Artificial Intelligence Emphasis, B.S.

Last edit: 2025-05-06T00:10:42Z

Changes proposed by: 10589759

Faculty Member:
UVID:
10589759
Name:
Matthew North
E-mail:
mnorth@uvu.edu

No Approval Workflow
No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
IST - Information Systems Technology
College/School
EN - Smith College of Engineering and Technology

Program type
Emphasis

Program title
Information Systems - Applied Artificial Intelligence Emphasis, B.S.

CIP code is listed in the program core

Program code

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?

No

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into
No
Effective Term
Fall 2026

Justification for offering/changing this program
Artificial Intelligence (AI) incorporates aspects of data science and analytics, machine learning, software and hardware development, system integration, and process automation. All of these fields are consistently listed among the most in-demand job sectors.

Decision-Making Process:

The decision to offer the new academic programs in Applied Artificial Intelligence at Utah Valley University (UVU) followed a comprehensive review process. This involved consultations with industry experts, analysis of labor market demands, and assessment of student interest, ensuring alignment with UVU's strategic objectives and educational standards.

Reasons for Proposal: Alignment with Institutional Mission: The program supports UVU's mission to educate students for success in work and life, fulfilling regional educational and economic needs.

Industry Relevance: There's a significant demand for AI expertise in today's market. This program uniquely addresses this need by focusing on practical AI applications in business.

Educational Gap Filling: There are currently no undergraduate programs in Utah specifically focusing on Applied AI.

Student and Labor Demand: Data from the Bureau of Labor and Statistics and UVU Academic Quality Assurance confirm a high demand for AI skills and significant student interest in this field.

Benefits to UVU:

Enhanced Educational Offerings: Introducing this emphasis diversifies UVU's academic

portfolio and positions it as a leader in emerging technologies.

Career Readiness: Graduates will be highly equipped for AI-centric careers, contributing to regional workforce development.

- Community and Economic Impact: The program will produce skilled professionals, fostering innovation and ethical AI practices, thus benefiting the broader community and economy.

Program Description

The Information Systems - Applied Artificial Intelligence Emphasis, B.S. equips students with a robust foundation in AI systems design, AI technology identification, and AI solution development. The program combines comprehensive information systems knowledge with specialized AI skills, thereby empowering graduates to create and implement cutting-edge AI solutions. Students will gain expertise in computer programming, data management, networking, systems analysis, ethics, business automation, and content production to prepare graduates to drive innovation and effectively address real-world challenges with AI technologies.

Core Associated Program
BS-INFS - Information Systems, B.S.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Identify the fundamental components of artificial intelligence technique and technologies.
2	Analyze data sets employing supervised and unsupervised learning methods.
3	Implement artificial intelligence systems that address organizational needs.
4	Integrate artificial intelligence solutions with business systems and processes.
5	Align artificial intelligence solutions with business priorities and projects.
6	Deliver artificial intelligence solutions that are operationally effective and ethically responsible.

Do all the courses in this program proposal currently exist?

No

List New Courses
INFO 3500 - AI in Learning and Communication
INFO 4500 - Applied AI Capstone Project
MGMT 3410 - AI Workflow Operations Automation
MGMT 3510 - AI Workflow Operations Automation II
PHIL 3250 - Ethics of AI

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
Information Systems Requirements		90 Credits
Complete core requirements		90
Applied AI Emphasis Required Courses		24 Credits
INFO 2500	Applied Artificial Intelligence Concepts in Organizations	3
INFO 3500	AI in Learning and Communication	3
DWDD 2420	Media Formats and Outputs	3
PHIL 3250	Ethics of AI	3
MKTG 3700	Fundamentals of Product Management	3
MGMT 3410	AI Workflow Operations Automation	3
MGMT 3510	AI Workflow Operations Automation II	3
INFO 4500	Applied AI Capstone Project	3
Emphasis Elective Requirements At least one elective course must be upper division.		6 Credits
Complete 6 credit hours from the following:		6
INFO 4410	Database Administration (3)	
INFO 4130	Data Science and Big Data Analytics (3)	
INFO 3360	Server-Side Web Frameworks (3)	
INFO 4420	Mobile Application Development (3)	
MGMT 2240	Business Quantitative Analysis (3)	
CYBR 4450	Internet of Things Security (3)	
CYBR 3350	Intellectual Property and Cyber Law (3)	
PHIL 2000	Formal Logic I (3)	
PHIL 3000	Formal Logic II (3)	
CYBR 4350	Web and Application Security (3)	
INFO 4300	Enterprise Web Development (3)	
INFO 4120	Data Visualization (3)	
INFO 4810R	Internship (3)	

Course List

Code	Title	Credit Hours
CS 2550	Web Programming I (3)	
CS 3270	Python Software Development (3)	
CS 3410	Human Factors in Software Development (3)	
CS 3660	Web Programming II (3)	
	Other approved Information Systems or related courses	

Degree Map

Plan of Study Grid

First Year

Semester 1		Credit Hours
ENGL 1010	Introduction to Academic Writing	3
INFO 1120	Information Systems and Technology Fundamentals	3
	Biology General Education	3
	Personal, Professional and Civic Growth General Education Recommend CYBR 1700	3
	Math General Education (Complete one of the following)	3
MATH 1090	College Algebra for Business	
MATH 1050	College Algebra	
MATH 1055	College Algebra with Preliminaries	
	Credit Hours	15

Semester 2		Credit Hours
ENGL 2010	Intermediate Academic Writing	3
INFO 1200	Computer Programming I for IS IT	3
INFO 2420	Web Application Design	3
MKTG 2200G	Written Business Communication	3
ACC 2110	Principles of Accounting I	3
	Credit Hours	15

Second Year

Semester 3		Credit Hours
MGMT 2340	Business Statistics I	3
IM 2600	Spreadsheet Applications	3
	Any 3-credit 1000 or 2000 level course from ACC, ECON, FIN, MGMT, HR, MKTG	3
INFO 2410	Database Fundamentals	3
	American Institutions General Education See core BS-INFS requirements for course options	3
	Credit Hours	15

Semester 4		Credit Hours
INFO 2200	Computer Programming II for IS IT	3

IT 1510	Introduction to System Administration--Linux/UNIX	3
IT 2600	Data Communication Fundamentals	3
Fine Arts General Education		3
Physical Science General Education		3
	Credit Hours	15

Third Year
Semester 5

Humanities General Education		3
Social Science General Education		3
CYBR 2700	Information Security Fundamentals	3
INFO 2500	Applied Artificial Intelligence Concepts in Organizations	3
MGMT 3000	Organizational Behavior	3
	Credit Hours	15

Semester 6

INFO 3130	Introduction to Applied Data Analytics	3
INFO 3410	Database Systems and Warehousing	3
INFO 3500	AI in Learning and Communication	3
INFO 3430	Systems Analysis and Design	3
DWDD 2420	Media Formats and Outputs	3
	Credit Hours	15

Fourth Year
Semester 7

MKTG 3600	Principles of Marketing	3
AI Elective		3
INFO 3300	Web Systems Development	3
PHIL 3250	Ethics of AI	3
MGMT 3410	AI Workflow Operations Automation	3
	Credit Hours	15

Semester 8

MGMT 3510	AI Workflow Operations Automation II	3
INFO 4050G	Global Ethical and Professional Perspectives in IS and IT	3
INFO 4500	Applied AI Capstone Project	3
MKTG 3700	Fundamentals of Product Management	3
AI Elective		3
	Credit Hours	15
	Total Credit Hours	120

Program Total Credits
120

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
9 - cet-horizons-combined-final-release-to-aac.xlsx
8 - Applied Artificial Intelligence Program Financial Plan.xlsx
7 - Library - CET - BS Information Systems - Applied Artificial Intelligence Emphasis.pdf
6 - Applied Artificial Intelligence Strategic Enrollment Plan.docx
5 - Artificial Intelligence - Feasibility Report.pdf
4 - AAI Program Listing and Degree Map.xlsx
3 - Applied Artificial Intelligence Assessment Plan.docx
2 - AAI Program Overview and Strong Rationale.docx
BS_Info Sys Applied AI_New_202640_R401.pdf

Administrative Comments

Reviewer Comments
Debbie Ferguson (debbie.ferguson) (Thu, 03 Oct 2024 21:05:55 GMT): Rollback: Additional documentation must be attached to program proposals before submission. Please refer to https://www.uvu.edu/curriculumoffice/docs/program-curriculum-processes.pdf for information. Documents:o Program overview that includes a strong rationale for its need. o Program listing and degree map (also called graduation plan or plan of study grid) developed in collaboration with academic advisor(s). o Program assessment plan. Program Curriculum Workflow Page 4 2024-2025 Academic Year o Program feasibility report from the Office of Accreditation an Academic Assessment. o Program financial plan developed in collaboration with finance point of contact for the school/college and/or Budget Office. o Program strategic enrollment management plan. Also, this program needs to be added to your dean's Horizon Document. Title needs to be updated.

Debbie Ferguson (debbie.ferguson) (Mon, 10 Mar 2025 17:36:34 GMT): Between the core and emphasis, only 39 upper division credits are required. Please add a footnote to elective section that at least one of the courses must be upper-division.

AJ Reed (Alexis.Reed) (Tue, 11 Mar 2025 16:28:09 GMT): Copying Laurie Sharp's comment from the MGMT 3410 course as it applies to this program: Academic advising question: Are there potential issues with this course (MGMT 3410) being a prerequisite for another junior-level course (MGMT 3510)? In the program/emphasis area degree map, both of these courses are in the fourth year.

Krista Olsen (krista.olsen) (Tue, 11 Mar 2025 20:08:16 GMT): DWDD 2240 has hidden prerequisites DWDD 1400 or DGM 1110. If INFO 4430 is being removed from the core, should it also be removed from the degree map? Formatting issues/course not found errors should be fixed. Recommended: Remove "students will" language from the program description.

Laurie Sharp (lsharp) (Fri, 21 Mar 2025 11:04:13 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following new program being proposed. (1) Based on the current list from the Commissioner's Office, programs with this CIP code at the bachelor's degree level are considered high yield. (2) The program description needs to be modified. Since this is published in the Catalog and Academic Program Inventory, this should be a concise 3-5 sentence high-level summary of the program. Here is a possible suggestion to consider for ideas: The Information Systems - Applied Artificial Intelligence Emphasis, B.S. equips students with a robust foundation in AI systems design, AI technology identification, and AI solution development. The program combines comprehensive information systems knowledge with specialized AI skills, thereby empowering graduates to create and implement cutting-edge AI solutions. Students will gain expertise in computer programming, data management, networking, systems analysis, ethics, business automation, and content production to prepare graduates to drive innovation and effectively address real-world challenges with AI technologies.

Laurie Sharp (lsharp) (Fri, 21 Mar 2025 11:14:20 GMT): Additional comments from the Senior Associate Provost's team analysis: (3) The total number of credits appears to be 123. USHE policy prohibits bachelor's degrees from exceeded 120 credits. Exceptions may be made with Utah Board of Higher Education approval for programs with specialized accreditation and/or professional licensure preparation. Is the number of total credits incorrect in CIM, or is there a strong justification for exceeded the maximum number of credits due to specialized accreditation or professional licensure needs? (4) The proposal form states that specialized accreditation will not be pursued. Will this emphasis not be included in ABET accreditation? (5) Offering the program online could expand its accessibility. Please collaborate with UVU Online to explore this option. (6) Is there a formal collaboration between the departments offering courses to ensure the long-term sustainability of this program? Please provide details on how this interdisciplinary approach will be sustained over time.

Debbie Ferguson (debbie.ferguson) (Fri, 21 Mar 2025 17:01:45 GMT): Program listing and degree map credits to not match. To reduce credits to 120, the core and all of the emphases will need to reflect this change.

Matthew North (mnorth) (Mon, 24 Mar 2025 23:15:14 GMT): @Matt North met with @AJ Reed on March 24 to discuss and address the comments above. The following adjustments have been made: 1. A footnote has been added indicating that at least one elective must be upper-division. 2. The sequencing of MGMT 3410 and 3510 in the fourth year of the program is intentional. It is recognized that some students will take these classes earlier in their program of study. MGMT 3410 is the prerequisite for 3510, so as long as the sequencing is adhered to, timing is flexible. 3. We are actively working with Kim Brown and Michael Harper in the Digital Media department to modify the prerequisites on DWDD 2420 to remove the hidden prerequisite. This was a known issue and they were reminded today to please add the necessary changes to CourseLeaf for that course. 4. The program description was changed to the recommended language suggested by Academic Affairs. 5. The total number of credits has been reduced to 120 by removing INFO 4430 as a requirement, which has been the plan all along. The program listing, schedule, and degree map now all match with the same courses and number of credits. 6. The only course in the program that does not have an online offering is PHIL 3250 and we are working with the Philosophy department to offer some sections online. 7. Regarding the question about formal collaboration between departments, this has been an ongoing effort since the summer of 2024. I (Matt North) met with department chairs and faculty in DGM, PHIL, MGMT, and MKTG to discuss the proposed curriculum and supporting courses. All departments and faculty are active participants in the development of new and existing courses in this program. Deans and associate deans from WSB and SCET met in early August of 2024 and agreed to this proposed curriculum, including the service courses and who would develop and teach them.

Matthew North (mnorth) (Mon, 24 Mar 2025 23:20:30 GMT): Regarding the comments about "Course Not Found" errors. There are two places where this is observed at present. One is with ENGL 1010, which is inherited from the BS-INFS program. This proposed program is an emphasis within that bachelor's degree program in CourseLeaf. The second is with a section header "Course not found (Applied AI Core Courses)". I attempted to fix both of these but found that no matter what I did, CourseLeaf would not allow me to remove or change these. I called the Curriculum Office and was told these are caused by a bug in the CourseLeaf software, and that I should just submit the program proposals as they are, and someone in the Curriculum Office would need to fix them. As far as I can tell ENGL 1010 is jus the standard general education course, and therefore shouldn't be causing any programs. I cannot explain why I can't just delete the Applied AI Core Courses header, but if someone else can, please go ahead and remove it.

Emphasis Associated Program

Course List		
Code	**Title**	**Credit Hours**
Total Credit Hours		90
General Education Requirements		30 Credits
ENGL 1010	Introduction to Academic Writing	3

Course List

Code	Title	Credit Hours
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing Modified Course	3
Math Requirement (GE):		
Complete one of the following:		3
MATH 1090	College Algebra for Business (3)	
MATH 1050	College Algebra (4)	
MATH 1055	College Algebra with Preliminaries (5)	
American Institutions:		
Complete one of the following:		3
HIST 2700 & HIST 2710	US History to 1877 and US History since 1877 (6)	
HIST 1700	American History (3)	
HIST 1740	US Economic History (3)	
POLS 1000	American Heritage (3)	
POLS 1100	American National Government (3)	
Distribution Courses:		
Biology Distribution		3
Physical Science Distribution		3
Fine Arts Distribution		3
Personal, Professional, and Civic Growth		3
Humanities Distribution		3
Social/Behavioral Science Distribution [1]		3
Discipline Core Requirements		60 Credits
Math Requirement:		
MGMT 2340	Business Statistics I Modified Course	3
IS Core Requirements:		
INFO 1120	Information Systems and Technology Fundamentals	3

Course List

Code	Title	Credit Hours
INFO 1200	Computer Programming I for IS IT	3
or CS 1400	Fundamentals of Programming	
INFO 2200	Computer Programming II for IS IT	3
INFO 2410	Database Fundamentals	3
INFO 2420	Web Application Design	3
IM 2600	Spreadsheet Applications Modified Course	3
IT 1510	Introduction to System Administration--Linux/UNIX	3
IT 2600	Data Communication Fundamentals	3
CYBR 2700	Information Security Fundamentals	3
INFO 3130	Introduction to Applied Data Analytics	3
INFO 3300	Web Systems Development	3
INFO 3410	Database Systems and Warehousing	3
INFO 3430	Systems Analysis and Design	3
INFO 4050G	Global Ethical and Professional Perspectives in IS and IT	3
IS Environment/Business Foundation Requirements:		
MKTG 2200G	Written Business Communication	3
ACC 2110	Principles of Accounting I	3
MGMT 3000	Organizational Behavior	3
MKTG 3600	Principles of Marketing	3
Any 3-credit 1000 or 2000 level course from ACC, ECON, FIN, MGMT, HR, MKTG [1]		3

ECON 2010 Principles of Economics I recommended.

New Program Proposal

Date Submitted: Tue, 03 Sep 2024 21:39:21 GMT

Viewing: : Japanese, Minor

Last edit: 2025-08-28T22:25:40Z

Changes proposed by: 10092303

Faculty Member:
UVID:
10092303
Name:
Timothy Stout
E-mail:
timothy.stout@uvu.edu

No Approval Workflow
No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
LANG - Languages and Cultures
College/School
HS - College Humanities and Social Sciences

Program type
Minor

Program title
Japanese, Minor

CIP Code
16.0302 - Japanese Language and Literature.

Program code

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
No

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into
Japanese Language, Undergraduate Certificate
Effective Term
Was implemented Fall of 2023

Justification for offering/changing this program
Utah Valley University has seen a significant and sustained interest in Japanese language studies, with 270 students currently enrolled in Japanese courses. Many of these students have expressed a strong desire to pursue a Japanese, Minor, with some even contemplating transferring to other institutions that offer such programs to achieve their academic goals. Establishing a Japanese, Minor would not only meet this existing demand but also enhance student retention and attract prospective students to UVU.

Utah's strategic position as an emerging international business hub, particularly with strong economic ties to Asia, underscores the relevance of a Japanese, Minor. Japan, the world's fourth-largest economy, plays a pivotal role in global trade, technology, and culture. Proficiency in Japanese will not only increase our students' competitiveness in fields such as business, international relations, and technology but also enable them to engage more deeply with Japan's rich cultural heritage, enhancing their effective participation in global endeavors and affairs.

Program Description

The Japanese, Minor at UVU develops practical language skills and deep cultural understanding, preparing students to communicate effectively in Japanese and engage respectfully with Japanese-speaking communities. Through interactive coursework, authentic materials, and opportunities for real-world application, students gain insight into Japan's cultural perspectives, practices, and products. The program complements any major, enhancing students' ability to navigate academic, professional, and cross-cultural settings with confidence.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Communicate effectively in Japanese in speaking, listening, reading, and writing for personal, academic, and professional purposes.

PLO	
2	Demonstrate understanding of Japanese cultural perspectives, practices, and products, and engage respectfully with Japanese-speaking communities.
3	Apply Japanese language skills and cultural knowledge to navigate cross-cultural interactions and contribute effectively in global and multicultural settings.

Do all the courses in this program proposal currently exist?

No

List New Courses

JPNS 3055 - Japanese Conversation and Composition
JPNS 3060 - Advanced Japanese II
JPNS 3210 - Japanese for the Professions
JPNS 3710 - Japanese Culture and Film

Does the program have matriculation requirements?

No

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		18
Discipline Core Requirements		18 Credits
JPNS 3050	Advanced Japanese	3
JPNS 3055	Japanese Conversation and Composition	3
JPNS 3060	Advanced Japanese II	3
Complete two of the following		6
JPNS 2510G	Introduction to Japanese Culture and Society (3)	
JPNS 3510G	Japanese Culture and Civilization (3)	
JPNS 3710	Japanese Culture and Film	
Complete one of the following		3
JPNS 3200	Business Japanese (3)	
JPNS 3210	Japanese for the Professions	
JPNS 3520	Society and Business in Japan (3)	

Degree Map

Plan of Study Grid

First Year

	Semester 1	**Credit Hours**
JPNS 3050	Advanced Japanese	3
	Credit Hours	3

Semester 2

JPNS 3055	Japanese Conversation and Composition	3
Complete one of the following		3
JPNS 2510G	Introduction to Japanese Culture and Society	
JPNS 3510G	Japanese Culture and Civilization	
JPNS 3710	Japanese Culture and Film	
	Credit Hours	6

Second Year

Semester 3

JPNS 3060	Advanced Japanese II	3
Complete one of the following		3
JPNS 3200	Business Japanese	
JPNS 3210	Japanese for the Professions	
JPNS 3520	Society and Business in Japan	
	Credit Hours	6

Semester 4

Complete one of the following		3
JPNS 2510G	Introduction to Japanese Culture and Society	
JPNS 3510G	Japanese Culture and Civilization	
JPNS 3710	Japanese Culture and Film	
	Credit Hours	3
	Total Credit Hours	18

Program Total Credits
18

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Graduation Requirements

Graduation Requirements

1. Completion of Baccalaureate Degree.
2. Any grade below a "C" (2.0) in a Japanese, Minor course will not be accepted.

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
Library-CHSS - Minor Japanese 1.pdf
Strategic Enrollment Plan, Japanese Minor.docx
Japanese Report Utah Bachelors.pdf
Japanese Market Utah Bachelors.pdf
Notification_New Academic Program (Japanese Minor).pdf
Japanese Minor budget worksheet.xlsx
JPNS Enrollment 2014-2025.xlsx
Summary Results of the Spring 2025 Japanese Minor Survey.pdf

Reviewer Comments
Devin Gilbert (DevinG) (Wed, 04 Sep 2024 14:14:42 GMT): The learning objectives could be simplified, mainly by starting them off with a verb and leaving out the theme descriptor as well as the "students will…"
Jolene Arnoff (arnoffjo) (Wed, 04 Sep 2024 17:00:58 GMT): Additional courses being added to support this degree will require additional adjunct and contract faculty. A new full-time faculty line will need to be requested and approved through the PBA process with the support of the CHSS Dean.
Quinn Koller (quinn.koller) (Thu, 05 Sep 2024 22:15:47 GMT): Market data is not available for a minor. Minors tend to have low enrollments.
Debbie Ferguson (debbie.ferguson) (Tue, 01 Oct 2024 17:46:51 GMT): Course List and Degree Map updated to correct format.
Debbie Ferguson (debbie.ferguson) (Fri, 22 Nov 2024 16:32:47 GMT): Laurie Sharp made this comment about the new courses submitted with this Minor: Laurie Sharp (lsharp) (09/14/24 8:10 am): This course and others related to the proposed minor must go through ICV as a bundle. There are financial implications associated with four new courses for a minor (which also does not result in an academic award for students or performance funding opportunities for the university). With this in mind, would a certificate make more sense? How will curriculum overlap with the Japanese Language, Certificate be mitigated? This offering was not represented on the College of Humanities and Social Sciences 2024-2025

Program Plan, so the dean's office will need to prioritize it as part of their annual program plan/horizon document due to the financial implications.

Krista Olsen (krista.olsen) (Wed, 15 Jan 2025 20:23:28 GMT): Rollback: Rollback per Timothy Stout for additional changes

Timothy Stout (timothy.stout) (2025-02-03T21:42:04Z): Note two changes in this version of the proposal: 1. The addition of the R401 and supporting documents. 2. The removal of the proposal for an additional full-time position. This minor will be supported by existing full-time faculty and some additional adjunct faculty, as noted in the attached Financial Plan."

Rachelle Blake (rblake) (Mon, 03 Mar 2025 23:58:14 GMT): Minors should not contain matriculation requirements; suggest removing matriculation requirements. Is there a need for a minor that focuses on advanced language skills as opposed to the existing Japanese Undergraduate Certificate that provides beginning Japanese language skills? The Minor seems to build upon the certificate; Is it likely many students will a.) complete the Japanese Certificate, or b.) Complete an AA degree selecting Japanese for the two years language requirement, or c.) Complete an AS degree using open electives to complete beginning and intermediate Japanese language courses, before going into a bachelor program and selecting the Japanese Minor, which begins with advanced Japanese courses? There appears to be a discrepancy within the program description: the first sentence states that the minor will provide students with 'an advanced knowledge of the Japanese language and an in-depth understanding of Japanese society and culture,' while the third sentence suggests that 'students will attain an intermediate knowledge and understanding of the culture, society, and history of Japan.' These two statements seem to contradict one another, and clarification is recommended. How will the PLOs be assessed ('Demonstrate' in PLO 2, 'Integrate knowledge' in PLO 4, and 'Apply understanding' in CLO 5)? Recommend writing PLOs in a way that ensures they are measurable and can be assessed.

Krista Olsen (krista.olsen) (Tue, 11 Mar 2025 20:11:48 GMT): Recommended: change "students will" wording in the program description.

Laurie Sharp (lsharp) (Sun, 23 Mar 2025 10:02:38 GMT): Below is the Senior Associate Provost's team analysis and intercollegiate view comments for the following new minor being proposed. (1) Minors do not count toward high yield awards, nor completions. (2) Is there a need for a minor that emphasizes advanced language skills rather than the existing Japanese, Undergraduate Certificate, which focuses on beginning Japanese? The proposed minor appears to build upon the certificate. How likely is it that students will complete the Japanese, Undergraduate Certificate and earn an AA degree while fulfilling the two-year language requirement with Japanese or complete an AS degree using open electives for beginning and intermediate Japanese courses BEFORE transitioning to a bachelor's program and selecting the Japanese Minor, which starts with advanced Japanese courses? (3) With #2 in mind, what exactly is the student demand and institutional need to offer this minor? It is challenging to demonstrate this with the Gray DI Market Evaluation, as that looks at programs, not minors. Please provide data (e.g., student petitions, enrollments in the course over multiple semesters) that better conveys demand and need. (4) Minors should not have matriculation requirements. Please remove these requirements. (5) There appears to be a discrepancy in the program description. The first sentence states that the minor will provide students with "an advanced knowledge of the Japanese language and an in-depth

understanding of Japanese society and culture," while the third sentence suggests that "students will attain an intermediate knowledge and understanding of the culture, society, and history of Japan." These statements appear contradictory and should be clarified. (6) How will the PLOs be assessed? Specifically, how will "Demonstrate" in PLO 2, "Integrate knowledge" in PLO 4, and "Apply understanding" in PLO 5 be measured? Although the focus on academic assessment has primarily been on program assessment, attention to minors will be emphasized soon. Please revise the PLOs to assure measureability and attach a completed assessment plan using the template accessible through the Curriculum Office. **Timothy Stout (timothy.stout) (2025-08-07T20:53:06Z):** Key Changes to the program description: a. Removed all explicit proficiency level references (e.g., "advanced" or "intermediate") to keep the outcome flexible for varied entry levels. b. Replaced "advanced knowledge" with "practical language skills" to sound attainable and applicable. c. Swapped "intermediate knowledge of the culture" for "insight into… perspectives, practices, and products" to align with cultural competency frameworks. d. Added "interactive coursework, authentic materials, and opportunities for real-world application" to highlight how students learn, not just what they learn. e. Ended with "navigate… with confidence" to make it more aspirational and student-friendly. Other responses to reviewer comments: Jolene Arnoff (arnoffjo) (09/04/24 11:00 am): The Japanese minor will require one additional adjunct faculty, but not additional full-time faculty. The current plan has the support of Dean Clark (CHSS). Devin Gilbert (DevinG) (09/04/24 8:14 am): The PLOs have been updated, and I'll summarize the changes below: a. Reduced from 5 to 3 – Combined overlapping outcomes for clarity and easier assessment. b. No set proficiency level – Describes skills without committing to a specific ACTFL range. c. Merged culture + analysis – Cultural understanding now includes interpreting perspectives, practices, and products. d. Combined global + ethical – Both folded into one application-focused outcome. e. Clearer language – More concise, student-friendly wording while keeping academic rigor. Quinn Koller (quinn.koller) (09/05/24 4:15 pm): Although specific market data is not available for minors, related data from bachelor's programs in Japanese strongly supports the viability and value of a Japanese minor at UVU: a. Strong Student Interest: Japanese programs in Utah rank in the 80th percentile for new student enrollment and 86th percentile for completions, showing strong and steady demand that a minor can build on. b. Works Well with Small Numbers: Japanese programs already succeed with modest enrollment sizes, meaning a minor can thrive without needing large classes or new investments. c. Smart Program Fit: With no online competition and consistent in-person interest, a Japanese minor fills a unique gap and gives students global skills that support other majors. Debbie Ferguson (debbie.ferguson) (10/01/24 11:46 am): The degree map has been updated to the correct format. Debbie Ferguson (debbie.ferguson) (11/22/24 9:32 am): There are several questions raised in this comment: a. Would a certificate make more sense? UVU already offers a Certificate of Proficiency in Japanese, which is a valuable option. However, it is not equivalent to a minor and does not fully meet the needs of many Japanese program students (see survey results below). b. How will curriculum overlap with the Japanese Language Certificate be mitigated? The certificate requires 15 credits, while the minor requires 30 credits (see comparison document below). The two are designed to work together: the certificate provides a strong foundation, and students who complete it will only need 15 additional credits to earn the

minor. c. Timing question The Japanese minor was originally proposed to begin in Fall 2025, but the target start date has been updated to Fall 2026. The proposal has been shared with Dean Clark (CHSS) and has his support. Krista Olsen (krista.olsen) (01/15/25 1:23 pm): As mentioned, these responses address the reviewer comments. Timothy Stout (timothy.stout) (02/03/25 2:42 pm): No comment needed. Rachelle Blake (rblake) (03/03/25 4:58 pm): There are several comments. Remove any matriculation requirements from the minor. Done. Clarify the need for a minor with advanced language focus versus the existing certificate with beginning-level skills. The Japanese minor fulfills a distinct need by offering sustained language study and cultural depth beyond the beginning-level skills provided in the certificate. Explain how the minor builds on the certificate and the likely student pathways into the minor (certificate, AA, AS, or other). The minor is designed to build on multiple student entry points, including the certificate, AA/AS degrees with Japanese, and students who have completed beginning and intermediate Japanese courses. Resolve the contradiction in the program description between "advanced knowledge" and "intermediate knowledge." We have revised the program description to maintain consistent wording and remove the contradiction between "advanced" and "intermediate" knowledge. Proficiency targets have also been removed for three reason: 1. To avoid overpromising outcomes for students entering with varied skill levels. 2. To keep the program description flexible while still allowing for rigorous instruction. 3. To ensure consistency with assessment practices that measure growth rather than a fixed level. Clarify how each PLO will be assessed, ensuring they are measurable and use clear, assessable verbs. The PLOs have been rewritten in concise, measurable terms with clear assessment methods aligned to specific courses and assignments. Krista Olsen (krista.olsen) (03/11/25 2:11 pm): This recommendation has been adopted, as seen in the updated PLOs above. Laurie Sharp (lsharp) (03/23/25 4:02 am): There are several comments. 1. Minors do not count toward high-yield awards or completions. While minors do not contribute to high-yield awards or completions, they strengthen enrollment in upper-division courses and increase student retention within related majors. 2. Need to justify offering a minor with advanced language focus versus the existing beginning-level certificate. The Japanese minor offers sustained language development and cultural depth beyond the certificate, meeting the needs of students who wish to achieve higher-level skills alongside their primary field of study. 3. Clarify student demand and institutional need, with supporting data beyond Gray DI market evaluation. Enrollment trends in intermediate and advanced Japanese courses, along with two new attachments—one showing steady enrollment growth in the Japanese program over the past 10 years and another summarizing a survey of 115 UVU Japanese students expressing strong interest in a minor—demonstrate clear demand and institutional benefit for offering the program. 4. Remove matriculation requirements from the minor. 5. Resolve contradiction in the program description between "advanced" and "intermediate" knowledge. 6. Revise PLOs to be measurable and provide an assessment plan showing how they will be assessed.

Timothy Stout (timothy.stout) (2025-08-07T21:33:57Z): [Sorry, when I saved the last comment, it didn't let me come back to where I left off.] 4. Remove matriculation requirements from the minor. All matriculation requirements have been removed from the proposal in accordance with curriculum policy. 5. Resolve contradiction in the program

description between "advanced" and "intermediate" knowledge. The program description has been revised for consistency, ensuring there is no contradiction in the stated learning outcomes. 6. Revise PLOs to be measurable and provide an assessment plan showing how they will be assessed. The PLOs have been rewritten in measurable terms, and all of the PLOs can now be assessed within the courses of the program, requiring no additional assessment methods.

Justin Atkins (justin.atkins) (Fri, 08 Aug 2025 18:04:04 GMT): Rollback: Only comment I want to make is that the program would stack into the Japanese UC instead of the CP (as we need to use "Undergraduate Certificate" naming conventions per USHE). Can we complete this small update?

Justin Atkins (justin.atkins) (Wed, 20 Aug 2025 15:11:25 GMT): Rollback: For the "list any programs this states into" it still states the Japanese and CP. Per USHE, UVU updated all CP's to be Undergraduate Certificates (UC's). Can you please update that portion? I will also follow up with the curriculum office to ensure this portion is updated. Once updated, for consistency, I will approve.

Krista Olsen (krista.olsen) (Wed, 20 Aug 2025 17:49:23 GMT): Updated title of Japanese certificate

Krista Olsen (krista.olsen) (Thu, 28 Aug 2025 22:26:10 GMT): Updated the degree map for clarity per UCC QA 3 8/27/25

Key: 793

New Program Proposal

Date Submitted: Tue, 04 Jun 2024 22:10:41 GMT

Viewing: : Strategic Foresight and Business, B.S.

Last edit: 2025-09-04T19:37:38Z

Changes proposed by: 10008836

Faculty Member:
UVID:
10008836
Name:
Lynn Adams
E-mail:
adamsly@uvu.edu

No Approval Workflow
No

Proposed Effective Term
Fall 2026
Effective Catalog Year
2026-2027

Department
MGMT - Strategic Management and Operations
College/School
BU - Woodbury School of Business

Program type
Bachelor

Degree type
Bachelor of Science (BS)

Program title
Strategic Foresight and Business, B.S.

CIP Code
52.0201 - Business Administration and Management, General.

Program code

Will this program be offered fully online?
No

Does this program have specialized accreditation or will it be pursued?
No

Does this program have an approved GE Substitution?
No

List at least one required GI course
MKTG 2200G - Written Business Communication

List at least two required WE courses
MKTG 2200G - Written Business Communication

Is this program designed to lead to professional licensure or certification (whether Utah-specific or national)?
No

Articulation/Pathway Agreement

Date Verified

List any program(s) that this program stacks into

Effective Term

Justification for offering/changing this program
Industry partners, such as MITRE, are seeing a large demand for this degree and skill set. This degree will be the first Bachelor's degree in futures foresight offered in the United States. Strategic Foresight adds to and complements the existing Bachelor's degrees in the Strategic Management and Operations department, which are Business and Analysis, Operations and Supply Chain, and International Business. Strategic Foresight has elements of those three Bachelor's degrees, but introduces strategy from the beginning and develops a "poly-math" mind set. It includes most of the business analysis courses and skill sets, and fewer, but some of the operations and international business skills and understanding. It also incorporates skill sets and knowledge from National Security Studies, systems thinking, operations, political science and international business. Part of the value and appeal of this degree is in sifting through information and seeing beyond the numbers in a wholistic way and seeing many possible outcomes of decisions. This degree develops an unusual business skill set that makes graduates resilient and able to pivot and adapt to rapidly changing situations in business.

Program Description

Strategic Foresight in Business prepares students for strategic roles in guiding enterprises through uncertainty and being at the forefront of business innovation. It prepares students to foresee and navigate the future of global business landscapes, analyze trends, anticipate market shifts, and develop strategic responses to emerging challenges and opportunities. It

prepares students to be able to integrate AI strategies into business operations in order to stay ahead in a rapidly evolving tech-driven world. Students will learn to create visionary and sustainable strategies that drive future success.

What are the PLOs (Program Learning Outcomes) for the program? (List 3-5)

	PLO
1	Create an institutional strategic foresight plan using diverse research methodologies and data that informs institutional decision-making.
2	Improve business practices using Artificial Intelligence and other emerging technologies.
3	Propose sustainable business change using strategic foresight and agile methodologies.
4	Facilitate leadership during uncertainty and change with strategic foresight, innovation, and ethical decision-making.
5	Critically explore issues, ideas, and events in the process of making strategic foresight evaluations and business decisions.
6	Model strategic foresight skills and knowledge to reason and solve problems from a wide array of business challenges, both qulaitatively and quantitatively.

Do all the courses in this program proposal currently exist?

No

List New Courses
MGMT 1350 - Futures and Strategic Foresight in Business
MGMT 1300 - Business Security and Resilience
MGMT 2370 - Strategic Applications of AI in Business Foresight
MGMT 4900 - Business Strategy Capstone--Foresight Planning and AI
MGMT 3870 - Advanced Research Methods in Strategic Foresight for Business

Does the program have matriculation requirements?

Yes

Matriculation Requirements

Complete the following:

Course List		
Code	**Title**	**Credit Hours**
MGMT 2240	Business Quantitative Analysis	3
ECON 2010	Principles of Economics I	3
ACC 2110	Principles of Accounting I	3

Course List

Code	Title	Credit Hours
MKTG 2200G	Written Business Communication	3
MGMT 2340	Business Statistics I	3
or STAT 2040	Principles of Statistics	
MGMT 2400	Data Analytics for Business	3
MKTG 2390	Professional Business Presentations	3
My Educator		
IM 2600	Spreadsheet Applications	3
IM 2010	Business Computer Proficiency	3

Program listing/schedule

Course List

Code	Title	Credit Hours
Total Credit Hours		120
ENGL 1010	Introduction to Academic Writing	3
or ENGH 1005	Foundations of Academic Writing	
ENGL 2010	Intermediate Academic Writing	3
Complete one of the following:		3
MATH 1050	College Algebra	
MATH 1055	College Algebra with Preliminaries	
MATH 1090	College Algebra for Business	
Complete one of the following:		3
HIST 2700	US History to 1877	
or HIST 2710	US History since 1877	
HIST 1700	American History	
HIST 1740	US Economic History	
POLS 1000	American Heritage	
POLS 1100	American National Government	

Course List

Code	Title	Credit Hours
Distribution Courses:		
ECON 2010	Principles of Economics I	3
Arts Distribution		3
Humanities Distribution		3
Life Sciences Distribution		3
Physical Sciences Distribution		3
Personal and Professional Growth Distribution		3
Matriculation Requirements [3]		18 Credits
Complete one of the following: [1]		
My Educator		
IM 2010	Business Computer Proficiency (3)	
IM 2600	Spreadsheet Applications (3)	
Complete the following:		
ACC 2110	Principles of Accounting I	3
MKTG 2200G	Written Business Communication	3
MGMT 2240	Business Quantitative Analysis	3
MGMT 2340	Business Statistics I	3
or STAT 2040	Principles of Statistics	
MGMT 2400	Data Analytics for Business	3
MKTG 2390	Professional Business Presentations	3
Discipline Core Requirements		24 Credits
LEGL 3000	Entrepreneurship Law	3
FIN 3100	Principles of Finance	3
MKTG 1890	Introduction to Careers in Business	1
MKTG 3600	Principles of Marketing	3

Course List

Code	Title	Credit Hours
MGMT 3000	Organizational Behavior	3
MGMT 3345	Business Statistics II	3
MGMT 3450	Operations Management	3
MGMT 3860	Generative AI and Strategic Innovation	3
MKTG 3890	Business Career Strategy	2
Concentration Core Requirements		27 Credits
MGMT 1300	Business Security and Resilience	3
MGMT 1350	Futures and Strategic Foresight in Business	3
MGMT 2370	Strategic Applications of AI in Business Foresight	3
MGMT 3870	Advanced Research Methods in Strategic Foresight for Business	3
MGMT 4860	Business Strategy Formulation and Implementation	3
MGMT 4350	Business Intelligence and Data Visualization	3
MGMT 4900	Business Strategy Capstone--Foresight Planning and AI	3
Choose one of the following:		3
MGMT 3300G	Survey of International Business (3)	
MGMT 3320G	Cross Cultural Communications for International Business (3)	
MKTG 3350G	International Marketing (3)	
ECON 3050G	International Economics (3)	
MGMT 4810R	Internship	3
Program Electives:		21 Credits
In consultation with their advisor, students will pick a broad number of courses from the following areas:		18

Political Science, Constitutional Studies, Communications, Computing, Digital Media, Environmental Studies, Environmental Management, Chinese Studies, Criminal Justice, Computer Science, Civics, Military Science,

Course List

Code	Title	Credit Hours
	Aerospace Studies, Exercise Science, Geography, National Security Studies, Behavioral Science, Biotechnology, Geographic Information Systems, Sociology, Anthropology, Information Systems, Emergency Management, Aviation Science, Humanities, Intelligence Studies, Legal Studies, Public Administration, Psychology, Philosophy	
In consultation with an advisor, students may only take one elective course from the following areas:		3
	Operation and Supply Chain, Marketing, Accounting, Finance, Leadership, Entrepreneurship, Human Resource Management, Technology Management	

1

My Educator score of 80% or better; IM 2010 Business Computer Proficiency or IM 2600 Spreadsheet Applications with a grade of B- or higher.

2

Grade of B- or higher required.

3

A grade of C- or better is required in all matriculation courses (MKTG 2200G requires a grade of B- or better). Students will be limited to 9 hours of upper-division classes until matriculation requirement is fulfilled.

Degree Map

Plan of Study Grid

First Year

Semester 1		Credit Hours
ENGL 1010 or ENGH 1005	Introduction to Academic Writing or Foundations of Academic Writing	3
Emphasis or Business Elective		3
Physical Science Distribution		3
Arts Distribution		3
MGMT 1300	Business Security and Resilience	3
	Credit Hours	15
Semester 2		
ENGL 2010	Intermediate Academic Writing	3

Complete one of the following:		3
MATH 1050	College Algebra (4)	
MATH 1055	College Algebra with Preliminaries (5)	
MATH 1090	College Algebra for Business (3)	
American Institutions		3
Life Sciences Distribution		3
MGMT 1350	Futures and Strategic Foresight in Business	3
	Credit Hours	15

Second Year

Semester 3

Personal and Professional Growth Distribution		3
MGMT 2240	Business Quantitative Analysis	3
MGMT 2340	Business Statistics I	3
MKTG 2390	Professional Business Presentations	3
MGMT 2370	Strategic Applications of AI in Business Foresight (Strategic AI)	3
	Credit Hours	15

Semester 4

ACC 2110	Principles of Accounting I	3
MKTG 2200G	Written Business Communication	3
MGMT 2400	Data Analytics for Business	3
MGMT 3345	Business Statistics II	3
Humanities Distribution		3
	Credit Hours	15

Third Year

Semester 5

FIN 3100	Principles of Finance	3
MGMT 3450	Operations Management	3
MKTG 3600	Principles of Marketing	3
LEGL 3000	Entrepreneurship Law	3
ECON 2010	Principles of Economics I	3
	Credit Hours	15

Semester 6

MGMT 3000	Organizational Behavior	3
MGMT 3870	Advanced Research Methods in Strategic Foresight for Business	3
MKTG 1890	Introduction to Careers in Business	1
Choose one of the following		3
MGMT 3300G	Survey of International Business	
MGMT 3320G	Cross Cultural Communications for International Business (3)	
MKTG 3350G	International Marketing (3)	
ECON 3050G	International Economics (3)	

MKTG 3890	Business Career Strategy	2
Emphasis or Business Elective		3
	Credit Hours	15

Fourth Year

Semester 7

MGMT 4350	Business Intelligence and Data Visualization	3
MGMT 4860	Business Strategy Formulation and Implementation	3
MGMT 3860	Generative AI and Strategic Innovation	3
Emphasis or Business Elective		3
Emphasis or Business Elective		3
	Credit Hours	15

Semester 8

MGMT 4900	Business Strategy Capstone--Foresight Planning and AI	3
MGMT 4810R	Internship	3
Emphasis or Business Elective		9
	Credit Hours	15
	Total Credit Hours	120

Program Total Credits
120

Do the total credits for the program exceed the standard amount allowed for the degree type?
No

Graduation Requirements

Graduation Requirements

1. Completion of a minimum of 120 semester credits required in the BS degree; at least 40 credit hours must be upper-division courses.
2. Overall grade point average 2.0 or above with a minimum of 2.5 GPA in all Woodbury School of Business matriculation courses. No grade lower than a "C-" in core and specialization courses.
3. Residency hours: Minimum of 30 credit hours of business courses through course attendance at UVU, with at least 10 hours earned in the last 45 hours.
4. Completion of GE and specified departmental requirements. Students are responsible for completing all prerequisite courses.
5. Successful completion of at least one Global/Intercultural course.
6. Successful completion of at least two Writing Enriched courses.

Note: Students will be limited to 9 hours of upper-division credit until matriculation is completed.

Does the program have Emphases?

No

Should students be able to select this program as a degree choice on the UVU admissions application?

Yes

Supporting Documentation

Contingencies

The following documents must be attached before submitting a NEW program: R401 document, Program assessment plan, Program financial plan, Program feasibility report, Program strategic enrollment management plan, and Library research.

Attach Supporting Documentation
FORESIGHT AND BUSINESS STRATEGY.xlsx
FABS Job Keyword Search.pdf
FABS Bachelor Utah.pdf
Library - BS Strategic Foresight and Business .docx
Strategic Foresight and Business.xlsx
BS_Stra Forst Bus_New_202640_R401.docx

Reviewer Comments
Quinn Koller (quinn.koller) (Fri, 14 Jun 2024 19:27:26 GMT): Approved
Lesli Baker (lbaker) (Wed, 19 Jun 2024 22:11:37 GMT): The library will require $6,500 annually for resources to support the Strategic Foresight and Business program. Since AI information is rapidly changing, these funds would allow the library to purchase ebooks and subscriptions to support student learning in AI and business.
Debbie Ferguson (debbie.ferguson) (Thu, 20 Jun 2024 17:33:47 GMT): Have all the courses been submitted in CIM? MGMT 3860 and MGMT 4800 are showing as "Not Found"
Polly Clauson (polly.clauson) (Mon, 01 Jul 2024 17:54:26 GMT): The GI courses could be indented so it doesn't look like the internship is part of that choice.
Polly Clauson (polly.clauson) (Mon, 01 Jul 2024 17:55:43 GMT): SS - should remove Econ 2010 and move it to business core matriculation classes.
AJ Reed (Alexis.Reed) (Mon, 12 Aug 2024 16:48:05 GMT): MGMT 4900 does not have credits added on the program listing. MGMT 2370, MGMT 3900, MGMT 4370 and MGMT 4900 need to be submitted. MGMT 4860 is listed on the program listing but not in the degree map. MGMT 3860 is "Not found", should this be MGMT 4860? If so, MGMT 4860 would need to be listed later in the degree map to avoid hidden pre-requisites. Suggest to change the elective naming in the degree map for consistency.

Debbie Ferguson (debbie.ferguson) (Mon, 12 Aug 2024 18:46:40 GMT): Completed R401 must be attached! Contact Curriculum Office. Contact Lesli Baker for Library document that must also be attached.

Linda Sellers (linda.sellers) (Wed, 14 Aug 2024 22:50:08 GMT): Recommend unifying the PLO sentence structure by removing "Students will.." in PLO 1,5,6. Many PLOs sound similar; you may want to revisit the meaning. Consider how you will measure each PLO and remember to use a measurable (or action) verb at the start of the PLO. Are you focusing on one course too much? Contact Linda Sellers in OLT for assistance with writing PLOs. See PLO Guide https://www.uvu.edu/otl/docs/plo_guide_final.pdf

Debbie Ferguson (debbie.ferguson) (Tue, 10 Sep 2024 15:22:13 GMT): Need to attach completed R401 document

Debbie Ferguson (debbie.ferguson) (Tue, 19 Nov 2024 19:29:29 GMT): CIP codes was updated per Lynn Adams to comply with USHE.

Debbie Ferguson (debbie.ferguson) (Fri, 24 Jan 2025 23:39:41 GMT): Finance document sent by Susan Dunn 1/24/2025. R401 Template was sent to Lynn Adams 1/22/2025. This document needs to be attached before it can be approved from UCC QA 2.

AJ Reed (Alexis.Reed) (Tue, 11 Mar 2025 16:23:12 GMT): Degree map and program listing revised per Quinn Koller and Lynn Adams.

Quinn Koller (quinn.koller) (Tue, 29 Apr 2025 15:15:59 GMT): PLOs have been adjusted to follow the approved format.

Debbie Ferguson (debbie.ferguson) (Wed, 23 Jul 2025 23:20:48 GMT): Rollback: Has not yet had UCC QA 2 Vote review, and has issues with the course listing format, and credit total.

Debbie Ferguson (debbie.ferguson) (2025-09-02T19:29:12Z): Per Quinn Koller: ECON 2010 now listed as prescriptive GE to eliminate hidden prereq. Update to electives so that credit total is 120.

Key: 766

Consent Agenda

UVU BOARD OF TRUSTEES
September 3, 2025
4:00pm Microsoft Teams

Board of Trustee Members Present	UVU Attendees
Scott Smith, Chair	Astrid S. Tuminez, President
Jeanette Bennett, First Vice Chair	Kat Brown, Deputy Provost
Blake Modersitzki	Kyle Reyes, Vice President, Institutional Advancement
Andrea Clarke	Christina Baum, Vice President, Digital Transformation
Jared Finch	Jim Mortensen, Vice President, Finance
Kyle Cullimore	Val Peterson, Vice President, Administration & Strategic Relations
	Michelle Kearns Vice President, Student Affairs
Others Present	Kara Schneck, Vice President of Marketing and Communications
Angie Stallings, USHE Deputy	and Chief of Staff
Commissioner	Clark Collings, General Counsel
Nathan Savage, UVU Foundation Chair	Rasha Qudisat, Chief Engagement & Effectiveness Officer
	Alexis Palmer, Associate Vice President, Student Affairs
	Nikki Scott, PACE President
	Wioleta Fedeczko, Outgoing Faculty Senate President
	Evelyn Porter, Incoming Faculty Senate President
	Jenny Christensen, Legal Secretary

I. CALL TO ORDER

Chair Scott Smith welcomed those in attendance at the September 3, 2025, Board of Trustees meeting. He recognized Angie Stallings, Deputy Commissioner of the Utah System of Higher Education.

II. INFORMATION

1. Administration of the Oath of Office for Jared Finch

Chair Scott Smith administered the oath to Jared Finch.

III. ACTION AGENDA

1. Policy Approvals

Alexis Palmer addressed Policy 532 University Student Groups. Deputy Provost Kat Brown addressed Policies 601 Classroom Management; Policy 633 Faculty Performance Evaluation and Feedback; and the deletion of Policy 654 Faculty Merit Pay. Trustee Jeanette Bennett motioned to approve the policies as presented. The motion was carried out without opposition.

2. Commissioner's Office Assessment and Peer Review Reports

Deputy Provost Kat Brown and addressed the Commissioner's Office Assessment and Peer Review Reports. She talked about the Bachelor of Applied Practice Emergency Services Supervision, the Bachelor of Applied Practice Professional Advancement, and the Associate of Applied Science Cybersecurity. Chair Smith added his comments about the report. Trustee Jared Finch motioned to approve the Commissioner's Office Assessment and Peer Review Reports as presented. Trustee Jeanette Bennett seconded. The motion was carried out without opposition.

3. Discontinued Programs

Provost Wayne Vaught addressed 68 programs to be discontinued in alignment with HB 265 efforts.

Administrative Information Management AS	Collaborative Piano - Vocal Coach CP3	Interdisciplinary Gerontology CP3
Administrative Information Support AAS	Collision Repair Technology AAS	Marketing BA
Administrative Support CC	Construction Management CC	Mathematics AA
Administrative Support CP1	Construction Management CP1	Mathematics GC
Advanced Manufacturing CP2	Data Analytics & Dec Making CP3	Mathematics Education MS
Aerospace Technology Management BS	Database Administration and Data Warehousing CP3	Operations Management CP3
Application Development CP3	Diesel Mechanics Technology Dip	Organizational Leadership and Change CP3
Applied Behavior Analysis GC	Digital Communication Technology AAS	Physical Science AS
Art and Design CP1	Early Care and Education CC	Piano Pedagogy CP3
Associate in Science in Business ASB	Electrical and Control Technology CP2	Product Management CP3
Automation and Electrical Control Technology CP1	Entrepreneurship CP3	Professional Kitchen CP3
Automation and Electrical Technology AS	Entry Kitchen CP2	Professional Sales CP3
Automotive Power Sports AAS	Ethics CP3	Secondary Teaching GC
Automotive Technology Dip	Exercise Science and Outdoor Recreation BS	Structural Design Technology CP2
Automotive Technology AS	Exercise Science and Outdoor Recreation BA	Surveying and Mapping AS
Baking and Pastry CP2	Exercise Science and Outdoor Recreation AA	Theatre Technology CP2
Business Management AAS	Facilities Management AAS	University Studies AA
Business Management CC	Finance BA	University Studies BA
Cabinetry and Architectural Woodwork CC	Human Resource Management BA	Water and Wastewater Operations CC
Cabinetry and Architectural Woodwork Dip	Humanities AA	Woodworking Education CP2
Cabinetry and Architectural Woodwork AS	Humanities AS	Nursing MS
Cabinetry and Woodworking CP1	Information Management BS	Surveying and Mapping BS
Collaborative Piano - Chamber Music CP3	Intelligence Studies AS	

Trustee Kyle Cullimore motioned to approve the discontinued programs as presented. Trustee Blake Modersitzki seconded. The motion was carried out without opposition.

4. Lease Approval
Vice President Val Peterson addressed the Oxford lease project. Trustee Jared Finch motioned to approve the lease as presented. Trustee Jeanette Bennett seconded. The motion was carried out without opposition.

5. Building Name Approval

Vice President Kyle Reyes addressed three naming opportunities, which will be announced at a later time. Trustee Kyle Cullimore motioned to approve the naming opportunities as presented. Trustee Blake Modersitzki seconded. The motion was carried out without opposition.

<u>IV. CONSENT CALENDAR</u>

Trustee Jeanette Bennett motioned to approve the consent agenda, which included the minutes of the June 18, 2025, Board Meeting; and the April, May and June 2025 Investment Reports. Trustee Jared Finch seconded. The motion was carried out without opposition.

Chair Scott Smith adjourned the meeting by expressing his thanks.

UVU UTAH VALLEY UNIVERSITY

Institutional Discretionary Funds
2024-25 Actuals and 2025-26 Revision One
October 7, 2025

Institutional Investment Income

Revenue	2024-25		2025-26		
	Revised Revenue	Actual Revenue	Initial Budget	Revision One	Revised Revenue
Investment Revenue From Prior Year	$13,926,509	$13,926,509	$10,900,359	$1,058,865	$11,959,224
Carry forward from Prior Year	$13,993,376	$13,993,376	$11,578,942	$5,535,640	$17,114,582
Available Revenue	$27,919,885	$27,919,885	$22,479,301	$6,594,505	$29,073,806

Expenditure Category/Project	2024-25 Revised Budget	2024-25 Actual Expenditure	2025-26 Initial Ongoing Budget	2025-26 Initial One-time Budget	Revision One	2025-26 Revised Ongoing Budget	2025-26 Revised One-time Budget
Scholarships, Fellowships and Student Aid							
International Student Scholarships	$168,457	$168,457	$173,322			$173,322	
Scholarship (President/Land)	$45,000	$47,077	$45,000			$45,000	
Wolverine Ambassador Scholarship	$26,000	$25,591	$26,000		$158,000	$184,000	
RCL Housing	$197,204	$126,773	$179,383	$0		$179,383	
CARES Task Force Housing Aid	$30,840	$0	$30,840			$30,840	
Freshman Housing	$110,000	$0	$110,000			$110,000	
Honors Housing	$439,812	$438,960	$439,812			$439,812	
International Studies Student Aid	$20,000	$22,357	$20,000			$20,000	
Internships	$42,000	$40,570	$42,000			$42,000	
Fund Raising and Institutional Development							
Institutional Advancement Support	$147,251	$147,251	$147,251			$147,251	
Institutional Advancement Events	$275,000	$275,000	$275,000			$275,000	
Institutional Advancement Capital Campaign	$246,000	$246,000		$250,000			$250,000
Tech Commercialization	$100,000	$50,016	$100,000			$100,000	
Herbert Institute	$74,700	$108,640	$108,000			$108,000	
Enrichment of Institutional Cultural Programs							
MLK Event	$10,000	$9,391	$10,000			$10,000	
Campus Development/Capital Facilities							
Museum Remodel							
Institutional Advancement Facility				$0			
Geneva Property	$7,200,000			$7,200,000			$7,200,000
Vineyard Property	$500,000	$25,800		$500,000	-$25,800		$474,200
Ashton Cabin	$5,000,000	$8,503,719		$0			
Other Education and General Operating Support							
Student Marketing (Recruitment)	$80,000	$65,533	$80,000			$80,000	
Out Of State Recruiting	$30,000	$18,306	$30,000			$30,000	
International Fair	$16,500	$16,500	$16,500			$16,500	
Bank Service Fees	$25,000	$0	$25,000			$25,000	
Oxford Lease ongoing	$0	$0	$175,000			$175,000	
Campus Improvement	$0	$2,717					
Federal Funding Development	$0	$132,600					
Customer Relationship Management (CRM)	$250,000	$247,484		$250,000			$250,000
Applied AI	$325,000	$50,000		$325,000			$325,000
Presidential Initiatives	$1,000,000	$0		$1,000,000			$1,000,000
Contingency	$11,578,942	$0		$10,723,989	$6,659,509		$17,383,498
TOTAL	$27,937,706	$10,768,742	$2,033,108	$20,248,989	$6,791,709	$2,191,108	$26,882,698

Total Ongoing and 1X $29,073,806

Unrestricted Gifts

Revenue	2024-25		2025-26		
	Revised Revenue	Actual Revenue	Initial Budget	Revision One	Revised Budget
Carry forward from Prior Year	$117,440		$0	$117,440	$117,440
Projected new revenue	$11,000		$11,000		$11,000
Available Revenue	$128,440	$0	$11,000	$117,440	$128,440

Expenditure Category	2024-25		2025-26		
	Revised Budget	Expenditures	Initial Budget	Revision One	Revised Budget
Fund Raising and Institutional Development					
Presidential Impact		$0	$0		$0
Special Projects President		$20,008	$0		$0
Community Outreach	$11,002	$0	$11,000		$11,000
TOTAL	$11,002	$20,008	$11,000	$0	$11,000

2026 Meeting Schedule
Location: Trustees Board Room, FG 304
All meetings 4:00pm to 7:00pm unless otherwise noted

January 29

February 26

March 26

June 25

September 24

October 29

December 3

August 11, 2025

UVU UTAH VALLEY UNIVERSITY

2024-25 AUXILIARY REPORT
October 2025

	Revenue	Expenditures	Net Income(Loss)	Transfers In/Out to Plant Fund		Beginning Balance	Year-End Balance
Student Center	$2,393,366	$2,334,975	$58,391	($58,391)		$558,620	$558,620
Student Life and Wellness	$3,961,595	$3,576,121	$385,474	($385,474)		$100,874	$100,874
Dining Services	$6,183,079	$5,589,152	$593,927	($593,927)		$30,234	$30,234
Campus Store	$9,623,466	$8,943,194	$680,272	($680,272)		$2,365,868	$2,365,868
TOTAL	**$22,161,506**	**$20,443,441**	**$1,718,064**	**($1,718,064)**		**$3,055,596**	**$3,055,596**